



# *Banqueting Info 2010*





*Dear Client*

It is hard to believe that a place so tranquil exists so close to Johannesburg. Nestled in the foothills of the Zwartkops Mountains in the Cradle of Humankind. Kloofzicht Lodge is the essence of tranquility and ultimate luxury, a comfortable 30 minutes drive from both Sandton and Pretoria. Naturally, it features all the facilities you could want to make your stay particularly rewarding. Whatever you wish for, it's here waiting for you!

When passing through the gates of Kloofzicht Lodge one is met by rolling hills and a calm, uncommon in the city. As you drive in zebra and buck, eye you from the plains and your gaze is drawn to the steep sided imposing escarpment.

The serenity is embodied by water, as the Lodge, composing of 10 Superior, 20 Executive and 12 Family suites, overlook six exquisite fly-fishing dams and the lower reaches of the Blaauwbank Spruit. The dramatic scenery, natural vegetation and the abundant wildlife set the mood.

Kloofzicht Lodge is ideal for either the business traveler or leisure guest. Naturally, it features all the facilities you could want to make your stay particularly rewarding. Allow the highly trained and experienced staff to take care of all the details to ensure a stress free event.

A fly-fishing experience of a lifetime awaits you, be you pro or novice. Trout, Bass, Carp and the ever-elusive Yellow Fish will provide you with hours of entertainment and the opportunity to relax and unwind.

Kloofzicht Lodge offers a comprehensive range of facilities and services to make your stay unforgettable. Whether you're here on business or simply to treat yourself or someone special, you'll find it's an experience you'll want to repeat sooner rather than later.

Kloofzicht Lodge; where tranquility and elegance originate.

Best wishes

The Banqueting Team  
Kloofzicht Lodge  
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## Facilities and Tariffs

Effective from 01 January 2010 to 31 December 2010

### Venue hire

Sandstone	R 6,500.00
Dolomite & Quartz Combined	R 8,500.00 (Buffet only)
Dolomite & Quartz Separate	R 4,500.00 (Buffet only)
Boma	R 3,000.00
Emerald & Jade Combined	R 8,500.00
Emerald & Jade Separate	R 4,500.00
Gazebo	R 1,000.00

### Facilities included in the Venue hire

Our Function Rooms have the capacity of seating 120 guests around round tables. We recommend a maximum of 10 guests at 1 round table.

The above rates include:

- Full Bar Service
- Buffet area
- Tables and Chairs
- Crockery
- A full setting of cutlery
- Wine and Champagne glasses
- Ice Buckets
- Our standard range of Table Linen
- The presence of a coordinator or Duty Manager
- Waiters and Barman
- Plated menu, one waiter per every eight guests
- Buffet menu, one waiter per every twelve guests
- Extra waiters requested will be available at a minimum fee of R85 per waiter per hour

The Terrace is available for Welcoming drinks.

Ample parking is available at no additional charge

Regrettably no food tasting is permitted





## Menus:

- **Buffet Menu** – Included in the price per person is a choice of starter and salad buffet, hot buffet and dessert buffet
- **Plated Menu** – Included in the price per person is a choice of starter option, main course option and dessert option.

## Facilities not included in the venue hire

- Bar – We are a fully licensed establishment. Drinks are charged at the rates current at the time of the function. You may select your own wine list from our comprehensive range. A bar limit can be arranged as per your request. As a licensed establishment, we regrettably cannot allow drinks of any nature to be brought onto the premises.
- Accommodation – Accommodation for your guests is available as per our tariff sheet. It is advisable to book well in advance. A deposit will be required to confirm bookings.
- Menu and Wine List
- PA System
- Chair Covers
- Overlays & Runners – We can rent overlays and runners on your behalf from independent suppliers
- Tie-backs – We can rent tie-backs on your behalf from independent suppliers
- Candles – Candles can be rented on your behalf from independent suppliers. No candles are allowed to be placed directly on the table linen.
- Name Cards
- Floor Plan
- Décor & Flowers – Draping and flowers for the function are not included in the venue hire. All décor supplied by independent décor suppliers. All decorations to be discussed with management to ensure no damage is done to the venue.
- Catering – For an extensive menu selection, feel free to ask your coordinator and should you wish to make any changes our chef will be delighted to assist you. Halaal & Kosher catering can be arranged, at an additional charge, but no more than 10% of your total numbers.
- Entertainment – Will be subject to the approval of the lodge management. Out of consideration for other lodge guests, music volume should be reduced to background music after 24h00. Volume of music etc. will be subject to management discretion.

## Please note

- The owners, management and staff members do not take any responsibility for any of the guest or host's belongings or any injuries, damage or loss suffered by any persons.
- Please note that our facilities are NON SMOKING
- RIGHT OF ADMISSION RESERVED





- Due to the nature of the business, Kloofzicht Lodge cannot restrict access to the hotel by members of the public or our lodge guests.
- Out of consideration for other lodge guests, music volume should be reduced to an acceptable level after 24h00
- All décor and flowers should be removed directly after the function, or by prior arrangement with management. Failing to do so will result in a clearing charge to be raised.
- Regrettably no flower arrangements may be assembled on the premises.
- Availability of accommodation cannot be guaranteed. Please ensure that you book your accommodation with our reservationist, as the banqueting department does not hold or book rooms for guests.
- Kloofzicht Lodge does not accept block bookings without FULL payment.
- Normal check-in times are applicable to guests who have booked accommodation. However, we will make every effort to accommodate early check-in requests, subject to rooms being serviced and departure times of guests checking out.
- We will make every effort to make your day a success. Therefore, in order to avoid confusion and misunderstandings, persons not involved in the final coordination meeting, should not make changes on the day of the function.
- Changes should only be made by an authorized person and should be done via the Banqueting coordinator and not other members of staff.
- All rates quoted include VAT at 14%. All rates are subject to change without prior notice.
- Children to be under adult supervision at all times – children to be disciplined and not run around the venue.
- Please be advised that a final coordination meeting must take place no less than 30 (thirty) working days prior to the Function date. All details in respect of the function, decided and agreed upon by both Kloofzicht Lodge Management and the client, will and shall only be changed through written communication. These changes may only be made by the signatory of this document.
- No verbal changes will be accepted by Kloofzicht Lodge Management after confirmation of this document.
- Our Banqueting Coordinator is available to see you by appointment.
- Please ensure that once you have booked a viewing time, that reception is informed, before proceeding to the venues.
- We regret that no food tasting will be permitted under any circumstances.

## Terms and Conditions

1. A non-refundable deposit to the value of the venue hire is required within 7 (seven) days of provisional booking in order to guarantee your booking. Failure to make payment could lead to Kloofzicht Lodge releasing the date unless other arrangements are made in writing with management.
2. The deposit paid only guarantees availability for the date originally booked. It is NOT transferable to another date.
3. 50% of the estimated Function Bill is payable the latest 6 (six) months prior to the Function date. The balance, including the estimated Bar Bill, to be paid no later than 14 (fourteen) days prior to the function date.
4. The final account for the function will be reconciled and settled on the date of the function or the following morning.
5. By paying a deposit you automatically indicate your acceptance of Kloofzicht Lodge's policies regarding payment, cancellation and postponement.
6. Failure to make payments as per clause 1 to 4 above could lead to Kloofzicht Lodge canceling the function.
7. Deposits will only be accepted by Credit Card or Direct Bank Transfer. (For banking details please see below)





8. NO cheques will be accepted
9. In the case of a Direct Bank Transfer, a deposit slip must be faxed to Kloofzicht Lodge, where after a copy of the invoice as well as a confirmation letter will be sent to you within 3 (three) working days.
10. The reference number issued when the Provisional booking was made, should be noted on all Direct Bank deposits.
11. Cancellations:
  - a. The initial confirmation deposit for the venue is non-refundable.
  - b. If the function is cancelled 12 (twelve) to 6 (six) months prior to the function, a 25% cancellation fee of the total function account will be charged.
  - c. If the function is cancelled 6 (six) to 3 (three) months prior to the function, a 50% cancellation fee of the total function account will be charged.
  - d. If the function is cancelled less than 3 (three) months prior to the function, a 100% cancellation fee of the total function account will be charged.
12. Postponement:
  - a. Should you postpone your function for whatever reasons, Kloofzicht Lodge will only refund or move the money paid to us onto the new date, once the original date has been rebooked by another function.
  - b. If the date of the original function has not been rebooked by another function, Kloofzicht Lodge will charge a 30% handling fee.
13. Final number of guests must be confirmed in writing no less than 14 (fourteen) days prior to the function date in order to facilitate catering arrangements. Photographer, Disc Jockey etc. to be included in the number of guests. Unfortunately Kloofzicht Lodge cannot credit catering charges for non-arrivals. The number of guests booked will be charged for, unless your numbers increase.
14. Kloofzicht Lodge is a fully licensed facility. Drinks will be charged at the rate current to the date of the function. Under NO circumstances will guests be allowed to bring their own liquor or soft drinks onto the premises, whether it be for consumption, table gifts or otherwise.
15. Anything hired on behalf of the client will be charged directly to the client, plus a 25% handling charge plus VAT.
16. Availability of accommodation cannot be guaranteed. Please ensure that you book your accommodation with our reservationist at reception, as the banqueting department does not hold or book rooms for guests. Kloofzicht Lodge does not accept block bookings without FULL payment.

## Operating Policies

1. Once the Final function sheet has been signed, Kloofzicht Lodge will use this as sole specification to facilitate your function. Any changes to this signed document must be made in writing.
2. The venue will be available to you from 08h00 on the day of the function.
3. Please be advised that all final operational details, as well as cleaning, will be completed by Kloofzicht Lodge, no less than two hours prior to your function.
4. Kloofzicht Lodge will accept no deliveries prior to the function unless arrangement has been made with the Banqueting Coordinator.
5. No decorating or Flower arranging may take place at Kloofzicht Lodge prior to the date of your function, however this is flexible and arrangements may be made.
6. Florists are prohibited from arranging flowers on the premises.
7. We accept no responsibility for any deviation by yourself from the signed final function sheet.
8. We accept no responsibility for poor service deliverance, actions or opinions from third party suppliers, recommended or otherwise.





9. All third party suppliers must be made known to Kloofzicht Lodge no later than the Final appointment date.
10. No liquor, other than that supplied by Kloofzicht Lodge may be used at the function.
11. No off-premises or Private catering is permitted at Kloofzicht Lodge.
12. The venue is available for a period of 8 (eight) hours from the scheduled starting time of the function, but not beyond 24h00.
13. Should you wish to keep the venue and bar open after that time, you will be charged R 1 000.00 per hour. (This is to cover operational costs)
14. Kloofzicht Lodge reserves the right to close the bar at anytime, at its own discretion to protect the property, guests or staff of Kloofzicht Lodge.
15. Kloofzicht Lodge will allocate a Banqueting Manager as well as staff to run your function. The staffing allocation will be done at our own discretion and will be to the level that we see function or to run a successful function.
16. Kloofzicht Lodge or any of its employees do not accept responsibility for any loss or damage to personal property.
17. All damages caused to the venue (structural), cutlery, crockery, linen and furniture will be charged directly to the client. (Signatory as per Service Agreement)
18. Kloofzicht Lodge does not accept responsibility for any loss or damage to personal property or inconvenience caused due to power failures and/or acts of God.
19. Kloofzicht Lodge reserves the right to cancel any booking (provisional or confirmed) forthwith and without liability on its part in the event of any damage and/or destruction caused to the venue by force, acts of God, industrial unrest and any other cause beyond the control of Kloofzicht Lodge, which shall prevent Kloofzicht Lodge from performing its obligations.
20. All decorations are to be discussed with the Banqueting Coordinator prior of proceeding to ensure no damage is done to the venue.
21. NO fireworks will be allowed on the Kloofzicht Lodge property.
22. NO live animals will be allowed on the Kloofzicht Lodge property.
23. No candles are allowed to be placed directly on the table linen. It is your responsibility to ensure appropriate precaution is made in this regard. Candle holders must be wide enough to prevent the wax from dripping onto any Kloofzicht Lodge table linen (including linen napkins). Kloofzicht Lodge reserves the right to charge the client (signatory of the Service Agreement) in full for any damage caused to any table linen as a result of burns or wax drippings.
24. Please be advised that all decorations must be removed from the venue by 09h00 on the following day.
25. Should decorations not have been removed by this time, Kloofzicht Lodge accept no responsibility for any damage to such decorations should they have to be removed by Kloofzicht Lodge employees.
26. All prices are inclusive of VAT and exclude any staff gratuity.



## Accommodation

## Leisure Rates

Effective from 1 January 2010 to 31 December 2010

### Superior Suite

Single (One Person)	R 1 760.00
Twin Sharing (Sharing Per Person)	R 1 430.00

### Executive Suite

Single (One Person)	R 1 550.00
Twin Sharing (Sharing Per Person)	R 1 235.00

### Family Suite

Single (One Person)	R 1 550.00
Twin Sharing (Sharing Per Person)	R 1 235.00
Children: 12 Years and older sharing with an adult, B&B	R 500.00

## Dinner

Five Course a la Carte Menu	R 200.00 Per Person
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## The above leisure rates include:

- Overnight Accommodation
- Breakfast

All rates are subject to change  
Rooms are subject to availability





## Banking Details

ABSA Sandton : Business Centre  
 Account Name: Kloofzicht Lodge (Pty) Ltd  
 Account Number: 405 673 6057  
 Branch Code: 33 11 55

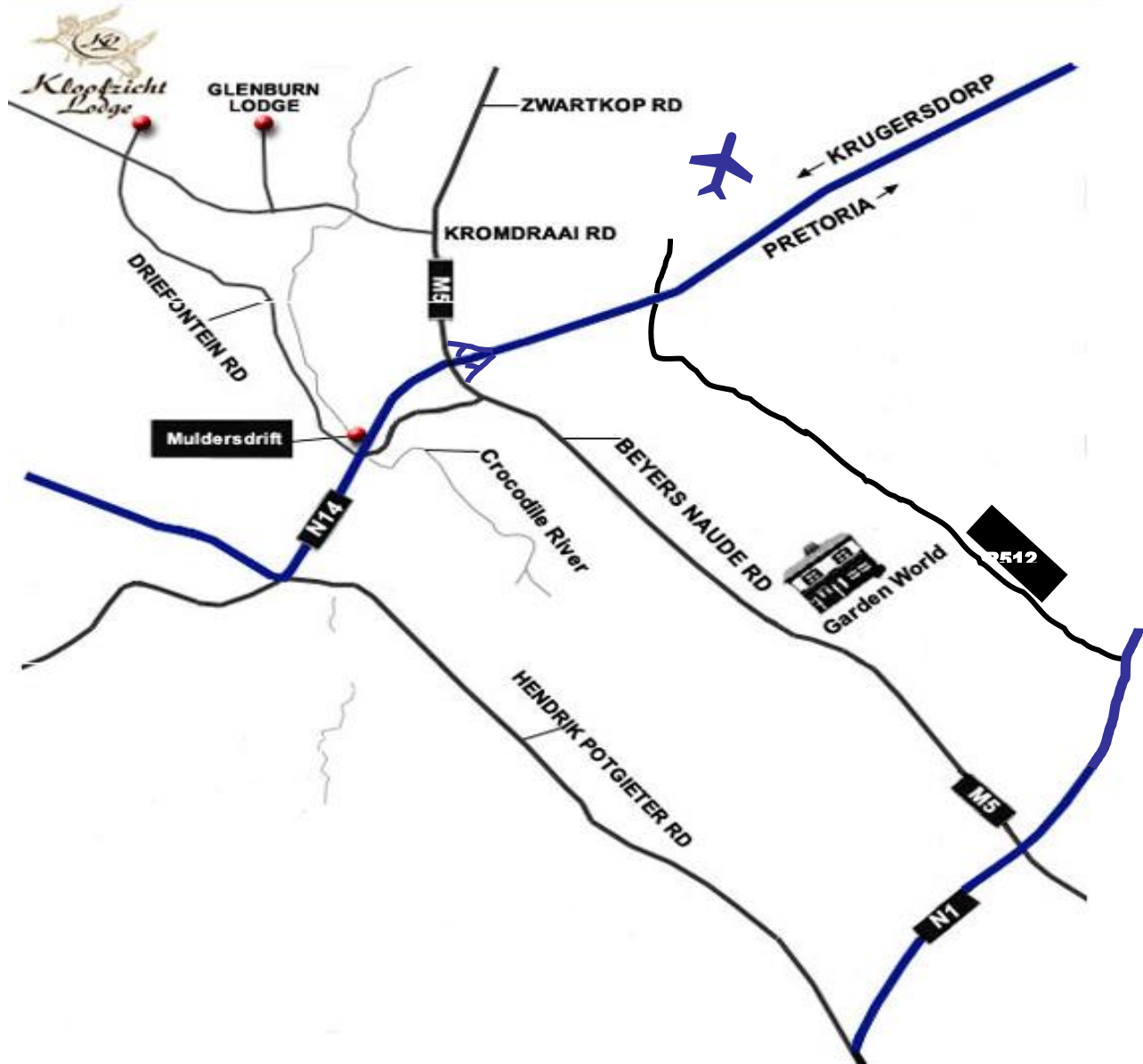
## Venue capacity

	Sandstone	Dolomite	Quartz	Emerald	Jade
<b>Seating Capacity</b>					
Banquet	70	50	50	50	50
<b>Floor Dimensions</b>					
Length - m	13	10.8	10.8	10.8	10.8
Width - m	12.9	10.4	10.4	10.4	10.4
Height - m	N/A	N/A	N/A	N/A	N/A
<b>Area - Square m</b>	167.7	112.3	112.3	112.3	112.3
<b>Power - No of sockets</b>	6	5	6	5	6
<b>Doors</b>					
Height - m	2	2	2	2	2
Width - m	1.6	1.6	1.6	1.6	1.6
<b>Screen</b>					
Height - m	3	2	2	2	2
Width - m	4	3	3	3	3

Dolomite & Quartz as well Emerald & Jade can be combined into one big venue seating 120 guests, banquet style.



## Directions to Kloofzicht Lodge





## Menu Selection

MENU PLATED 2010	Option A	Option B	Option C
40 - 80 People	R 300.00 per person	R 370.00 per person	R 470.00 per person
80 - 120 people	R 280.00 per person	R 350.00 per person	R 450.00 per person
Option consists of	1 Starter, 1 Main, 1 Dessert	2 Starters, 2 Mains 2 Desserts	3 Starters, 3 Mains 3 Desserts
MENU BUFFET 2010	Option A	Option B	Option C
40 - 80 People	R 295.00 per person	R 345.00 per person	R 395.00 per person
80 - 120 People	R 280.00 per person	R 330.00 per person	R 380.00 per person
Option consists of	4 Starters, 3 Mains 4 Desserts	5 Starters, 4 Mains, 5 Desserts	6 Starters, 5 Mains 6 Desserts

## Corkage

Corkage is available for Wine and Champagne only, at R65.00 per bottle.  
Please note ALL prices are inclusive of VAT and subject to change without prior notice.





## Menu Selection

### Starters

#### **Venison Carpaccio**

Venison Carpaccio with cracked black pepper, fresh parmesan shavings and a home-made mango chutney

#### **Charcuterie Platter**

A selection of cured and smoked meats accompanied with pickles and preserves

#### **Spinach and feta quiche**

Creamed baby spinach with Dutch feta quiche and a demi-salad

#### **Camembert Strudel**

Camembert and walnut strudel with a green fig salsa

#### **Confit of Salmon**

Fresh Scottish Salmon cooked in olive oil, served with a demi-salad, marinated cherry tomatoes  
And a lemon-dill dressing

#### **Confit of Duck leg**

Pan roasted Confit of Duck leg and thinly sliced Duck breast, accompanied with a spiced Asian sauce

#### **Thai fish cakes**

Thai flavored Thai fish cakes on cucumber and noodle with a sweet chili sauce

#### **Chicken Phyllo Parcels**

Chicken Breast in a Phyllo parcel with a roasted peanut dipping sauce

#### **Marinated Black Mushrooms**

Garlic and Herb marinated Black Field Mushrooms with home-made hummus

#### **Smoked Beef**

Sliced smoked Beef with whole grain mustard, pecorino, fresh rocket and caramelized onion

#### **Soup of the day**

Hot or Cold soup with fresh rolls or bread





## Starters (Continued)

### **Smoked Chicken Salad**

Smoked Chicken Breast with a summer salsa and sliced mango

### **Garden Green Salad**

With a selection of condiments

### **Pepperonada**

Mix Bell Peppers tossed with Spanish onions, Cocktail tomatoes and fresh Basil

### **Caprese**

Marinated Portobello mozzarella with sliced tomato and Basil pesto

### **Fusilli Salad**

Fusilli tossed with Brunoised pineapple, mix bell pimentos, Dutch Gouda and a light curry mayonnaise

### **Kloofzicht Nicoise Salad**

Peppered Trout. Smoked Salmon, Quail eggs and Spanish onions on a bed of fresh Garden Greens

### **Thai Beef Salad**

Thai Marinated Beef salad combined with Spring onion and fresh Coriander

### **Moroccan Potato Salad**

Chick Pea and Potato salad mixed with a mint yoghurt and garlic aioli

### **Marinated Seafood Salad**

A mélange of seafood with a saffron butter sauce



## Main Course

### **Pan-roasted New York Strips**

Home aged Beef Sirloin studded with carrot, garlic and celery, served on Red onion marmalade

### **Karoo Lamb**

Pan-roasted Karoo Lamb cutlets with couscous and an apricot and vanilla sauce

### **Beef Casserole in a Merlot sauce with Button Mushrooms**

Braised Beef in Red wine with caramelized Button mushrooms and Root Vegetables

### **Fillet of Beef**

Beef Fillet, pan fried and glazed with a dry Italian Post

### **Thai Stir Fry**

Thai Flavored Beef strips, stir fried with a mélange of julienne vegetables

### **Potato Gnocchi**

Italian Potato Dumplings napped in a roasted tomato and basil sauce

### **Vegetarian Lasagne**

Mediterranean roasted Vegetables layered with Spinach Lasagne, and topped with a béchamel sauce and grated parmesan

### **Moroccan Penne**

Penne Pasta with a walnut, shallot and Chick pea sauce

### **Vegetable Bake**

Mixed summer vegetables in a Napolitana sauce, topped with flakey Puff Pastry

### **Wild Mushroom Risotto**

Creamy Italian Risotto with a wild mushroom sauce

### **Smoked Chicken Breast**

Smoked Chicken Breast in a Black Field Mushroom béchamel

### **Thai Green Curry**

Chicken Breast in a Coconut and Green Thai Curry reduction, mixed with green summer vegetables





## Main course (Continued)

### **Stuffed Chicken Breast**

Sundry Tomato and Chevin stuffed Chicken Breast wrapped in Parma Ham

### **Durban Ostrich**

Ostrich cooked in a Durban Curry

### **Chicken Scapariella**

Chicken braised in White wine with Italian Sausage, olives and peppercinis

### **Catch of the Day**

Fresh Line Fish in a Chardonnay and Fennel Cream

### **Phyllo Fish**

Fresh Fish wrapped in Phyllo pastry and baked in the oven

### **Mussel Pot**

New Zealand Mussels napped in a Roasted tomato sauce

### **Roulade of West Coast Sole**

With Mozambique prawn mousse and a shell fish veloute

### **Roast Tournedos of Salmon**

With pan fried langoustine garnish and a water cress cream

## **This only applies with the Buffet Option**

Roast potato, Steamed Italian Rice, Mixed seasonal vegetables  
Added vegetables i.e. Roasted butternut, couscous



## Desserts

### **Golden Feather Pudding**

Baked orange pudding steamed on a cardamom infused syrup

### **Key Lime Pie**

A lime tart made with lime juice and a whipped meringue

### **Chocolate Malva**

Baked chocolate pudding with a dark chocolate anglaise

### **Seasonal Sliced Fruit**

**A selection of local and international cheese with biscuits and preserves**

### **Peach Frangipani with vanilla anglaise**

**A Blueberry baked cheesecake served with a passion fruit mousse**

### **Coconut Tart with Fresh Berries and Double Cream**

### **Chocolate Mousse Cake**

### **Kloofzicht Tiramisu**

### **Fridge Peppermint Tart**

### **Honey & Mango Sponge**

### **Chocolate Tart served with Cream and assorted Berries**

### **Traditional Crème Brulee**

### **Pineapple and Saffron Panna Cotta**

### **Apple and Cinnamon Strudel**

### **Jack Daniels Pecan Nut Pie**

### **Rich Croissant Bread and Butter Pudding**

### **Banana and Caramel filled Phyllo cups**

