

A bouquet of white roses and eucalyptus flowers is the central focus, resting on a mossy stone path. The background is a soft-focus outdoor setting with greenery and bokeh light effects.

Watercrest

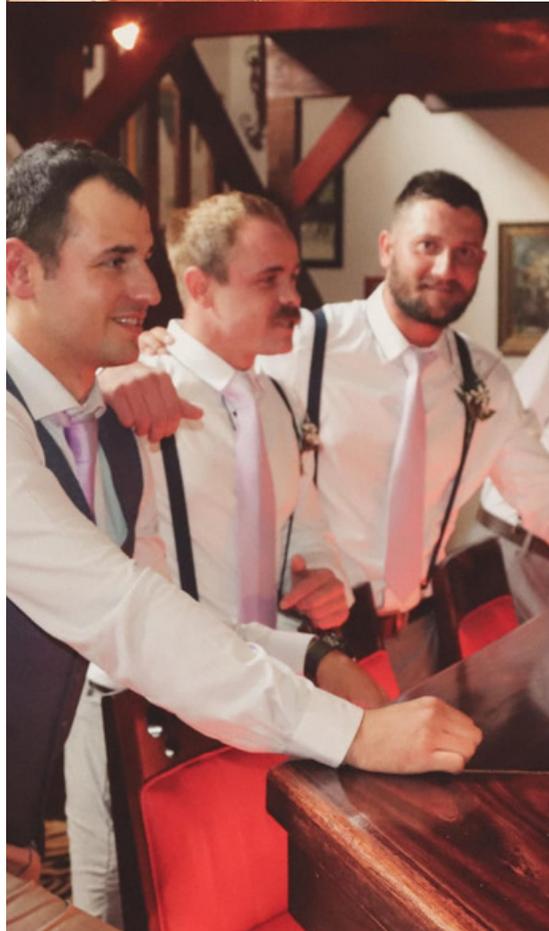
— TERMS AND CONDITIONS —

Bar services:

The Bar is run according to your requirements i.e. Full bar, wine & malt only, cash bar etc. Welcome drinks are also available e.g. Sherry, Champagne, Homemade Lemonade, Juice or Ice tea. Wine lists and bar prices are available on request only.

- You are required to confirm bar requirements at least 2 weeks before the wedding.
- You are welcome to set a limit on the total bar expenditure. In order to maintain control of your expenses, we are willing to supply sub-totals at regular intervals.
- Your bar limit and corkage fee must be paid 14 days prior to your wedding date. If an extension to the limit is required during your wedding, then it must be secured with a credit card or cash payment before the bar limit will be increased. If the full bar limit is not reached the remaining amount will be credited to your account. There after all charges incurred during your function are to be settled in full on departure.
- No beverages, hard liquor or any other alcohol whatsoever, may be brought onto the premises. WaterCrest is licensed therefore all beverages are to be supplied by WaterCrest. No alcohol whatsoever will be allowed as guest gifts. The breakage deposit will be four fitted in case it might happen.
- A corkage fee of R69.00 will be charged per 750ml bottle (supplied by you). Corkage only applies to wine and champagne.
- Two Barman complimentary (@R80 Per hour for additional barmen required)
- Two waiters will be included. Extra waiters will be charged if required at a cost of R75 per hour per extra waiter.
- Wine lists & bar prices are available on request. The prices shown are current prices applied will be as per those ruling at the date of the function.
- If during your course of your function, Management or Owners of WaterCrest (in their absolute discretion) is of the opinion that a guest or guests have become intoxicated they reserves the right to suspend services of alcohol to any such guest/s and /or require such guest/s to leave the licensed areas of the premises. If it occurs, you will be informed immediately; your assistance is requested to ensure the minimum of disruption to your wedding and to the enjoyment of other guests.

Client Initials: _____



Accommodation

Water Crest Venue boasts in its beautifully decorated cottages with hand-picked furniture and embellishments. As part of a special wedding Rate all accommodation for your wedding guests is discounted as follows:

- Accommodation rates are charged at the current rates at the time of your wedding.
- Accommodation booking for 2 nights (Friday & Saturday) can be arranged prior to the wedding. And can get 10% of if all rooms are booked
- In order to book rooms for your guests we will require via e-mail to provisionally book out rooms or a complete rooming list of all your guests who will be staying over.
- Rooms will not be booked without a provisional booking request or rooming list
- All accommodation required is subject to our normal booking policy: i.e. a non-refundable 50% deposit is required, no later than 30 days after booking the rooms in order to secure your accommodation: the remaining 50% is to be no later than 2 weeks before check-in, unless arranged otherwise. All rooms must be paid in full before check in.
- Should you book out all our rooms for your wedding you will have exclusivity of the venue, and you will be liable for payment of any rooms that are not occupied on the evening of your wedding by your guests.
- NO refunds are given
- Departure time is 10:00 the following day for the bride and groom as well as their guests.

Client Initials: _____



Venue hours and responsibilities

- For Evening Weddings, you have the venue for 10 hours, from the start of the ceremony.
- R2 000.00 per hour or part thereof will be charged for weddings exceeding the specified venue hours. Should your function over run the allocated function time, the overtime charge will be deducted from your R5000.00 securing deposit. The function manager must agree to any extensions of times.
- WaterCrest staff or agents are not responsible for the safekeeping of wedding gifts including envelopes. Please assign a member from your wedding party or guests as a responsible person to collect and keep safe all gifts and envelopes.
- WaterCrest staff is not responsible to move gifts from the venue to the rooms or cars.
- Whilst every effort is made to prevent your guests from entering your venue before your allocated time, we cannot be responsible for this with multiple entrances to the venues.
- Kosher and Halaal meals will be outsourced and charged directly to the client including delivery. How-ever these meals will not be included but are subject to a surcharge if applicable.

Client Initials: _____



Venue set up times

- Set-up time is from 09h00 onwards on the day of the function. Previous day set-up may be done by prior arrangements in working hours of Watercrest Venue.

- All decorations and hired goods must be removed from the venue before 12h00 the following Tuesday unless arrangements have been made.

- Our Venue will be closed on Monday's

- All decorations are to be discussed with management to ensure no damage is done to the venue.

- WaterCrest does not allow floating candles or Chinese lanterns. All candles must be in candle holders. Candles must not drip onto the tablecloths. Also no glitter on tables and floors

- No Fireworks are allowed at WaterCrest.

- WaterCrest does not accept responsibility for any loss to hired goods (Gazebos, arches, candles etc.) WaterCrest staff is not responsible for the set-up of hired goods.

- If some of WaterCrest staff is needed a R75.00 rate will be charged per hour.

- All third party operators are to tape any plugs, extension cords to the floor to ensure guests do not trip or fall over the cords. All taping to be removed by third party operators.

Client Initials: _____



Appointment terms & payment conditions

- A non-refundable booking fee of R10000 is payable in order to secure your booking within 7 working days of booking your wedding date. Please refer to your quote for our banking details.
- Bookings will only be confirmed when proof of payment is received, and terms and conditions are signed
- Please ensure that your Name and Surname is put as the reference on the deposit slips and internet transfers. The deposit secures the venue.

- The R5 000.00 breakage and unauthorised liquor usage deposit to be paid (strictly no own liquor allowed on the venue). An additional, refundable breakage deposit is added to the quote and fully/partly refundable. In event of any damages/losses occurring, this deposit will be utilised as set out.

- The deposit only guarantees the availability for the date originally booked. It is not transferable to another date or any other booking, function or accommodation. Please note that this deposit will not be refunded should you cancel your function for whatsoever reason.

- Please note that Credit card payments are available but only till a maximum amount of R10 000.00. EFT payments are preferred.

- Your wedding will be confirmed on receipt of your securing deposit, completed booking sheet and signed terms and conditions.

- WaterCrest May accept another booking in place of yours should your deposit or final payment not be received before the specified dates on your quote.
- Your wedding should be paid in full 60 days prior to the wedding date or monies outstanding will be penalised with 10% per month outstanding up to 2 weeks prior wedding- else wedding will be cancelled – and money paid be forfeit

- Final guests' numbers and menu requests must be received a minimum of 2 weeks prior to your function.

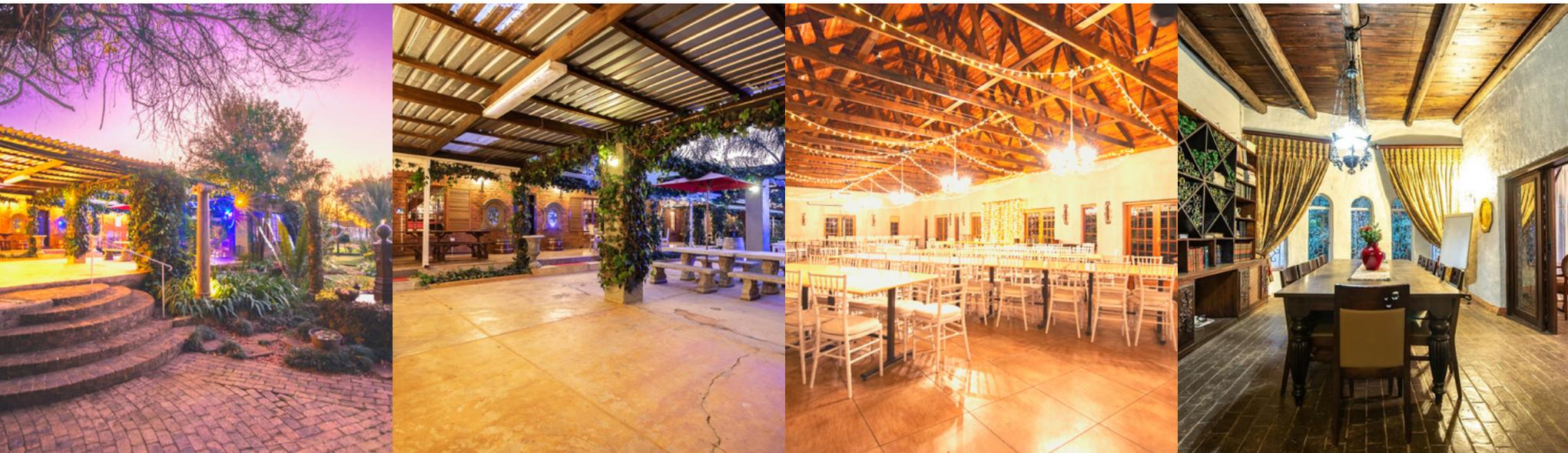
- WaterCrest venue is not a self-catering wedding, function or accommodation facility.

Therefore, WaterCrest does not allow own "braaiing" on the premise, nor does WaterCrest allow own food to be brought in for consumption unless otherwise arranged with the manager prior to the function and confirmed in writing.

- No outside or private catering is permitted at WaterCrest.

- WaterCrest reserves the right to increase menu and bar prices according market increase without any prior notice.

Client Initials: _____



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- Children under 5 years will not be charged.
- Children age 6 to 9 will be charged 50% of the adult price.
- Teens from 10 years upwards will be charged full price

- DJ's, Photographers, Nannies, Entertainers etc. must be included in the final guest numbers.

- Any additional cutlery, bowls and jam jars that is required for cakes. Cheese towers etc, will be charged as an extra cost.

- WaterCrest reserves the right to use all photographs taken on the day unless otherwise stated in writing.

- An appointment should be scheduled 3 weeks before the wedding date to discuss final wedding arrangements. Appointments can be made for Mondays-Fridays during office hours.

- Once the final function sheet has been signed, changes will not be accepted less than two weeks before the wedding. All changes must be done in writing and e-mailed back to WaterCrest.

- All supplier details must be made known to WaterCrest no later than 14 days prior.

- Music volume levels will be monitored and if management (in their absolute discretion) forms the opinion that the music is too loud, they reserve the right to request that the volume is turned down.

- WaterCrest or any of its employees do not accept responsibility of any losses, damages or injury to wedding guests by whatsoever cause.

Client Initials: _____



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- All damages to the venue, cutlery, crockery, linen and furniture will be charged directly to the main wedding account.
- WaterCrest does not accept responsibility for any losses or inconvenience due to power failures or acts of nature.
- All enclosed buildings on WaterCrest are smoke free zones. The bar area can be utilized for smoking.
- Upgrading and maintenance of rooms, venues and facilities is done on an ongoing basis at WaterCrest and therefore the overall look and feel of the estate, rooms and venues may change for the better.
- WaterCrest accepts no responsibility for poor service delivery, actions and/or opinions from any suppliers, recommended or otherwise.
- Please note that the coordination of your wedding or function is included in the venue for the day
- Total meetings are: 3 meetings that is included in your package:
 1. Your viewing of the Venue and Guests house
 2. After you decided that you want to make use of WaterCrest Venue – menu meeting
 3. Final meeting (14days before your wedding)

Client Initials: _____



Cancellation Policy

- - In the event that the booking or part thereof is cancelled within 14 days prior to the wedding a 100% cancellation fee will apply.
- All deposits paid up until the date of your function are non-refundable for whatsoever reason.
- If any payments are not paid within the time specified. WaterCrest is entitled to cancel the booking after giving you a written notice and allowing 48 hours to remedy
- All charges and cancellations must be confirmed in writing.

Client Initials: _____



Contract

By paying a deposit the client agrees that he/she understands the above fully. The above-mentioned terms and conditions are applicable and binding to all clients unless otherwise stated in writing by WaterCrest Wedding Venue.

Dated at _____ on this _____

day of _____ 20_____

Name and Surname (Bride) : _____

(Groom) : _____

Signature: (Bride) : _____

(Groom): _____

Name and Surname of Manager: _____

Signature Manager: _____

Should you require further information or assistance please do not hesitate to contact WaterCrest Management.

Please note that for security purposes, WaterCrest venue may be viewed by appointment only.

- Here's to love, laughter and a happily ever after -

WaterCrest Plot 396 Klipkop

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