



ONDER ENGELE

WEDDING & EVENTS VENUE

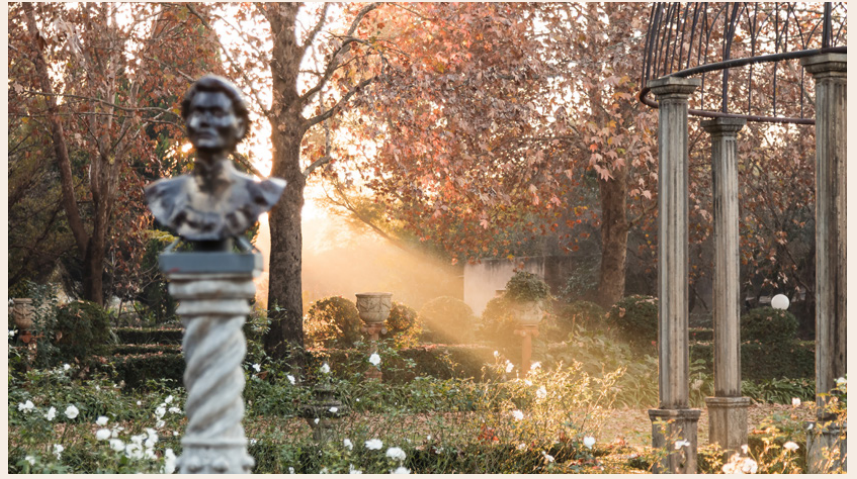




WEDDING PACKAGES

2027

Hidden within a majestic forest, between the trees and wildflowers, Onder Engele Venue is a perfect combination of charm and natural beauty. A rare and beautiful gem nestled in the heart of the bushveldt. The grand Victorian-inspired chapel boasts intricate lush gardens that sweep across vast green lawns, towering treetops, and pure white rose blossoms that invite wild birds and butterflies. The venue whisks you away to a secret place where anything is possible. Onder Engele Venue creates an elegant yet sophisticated setting for any wedding or bespoke event.



LOVE, LIFE AND LEGACY: OUR STORY IN WORDS AND MOMENTS

Onder Engele was born from the idea of a loving mother and father, who had a dream and a burning desire to share a beautiful paradise with as many people as they could.

As a result of the magnitude of blessings that this family received, and the handcrafting skills of a very talented mother, who hand-crafted every single statue and sculpture within the venue the name Onder Engele "Under Angels" was born.

The venue's three-cross layout can clearly be seen from an aerial view, With the foot of each cross ending at one of our 3 chapels.

The main European-style cathedral lies at the foot of the upright cross with many more surprises within its walls, The European cathedral offers much more than what the eye can see...

Whilst the foundation was laid, the family gathered around the area that is now the Onder Engele cathedral and placed rose quartz on the ground followed by a prayer, giving thanks for all the grace-filled blessings and asking for his guidance, protection and endless love to all who enters the cathedral.



VENUE HIRE FEES

2027

R 42 000.00

Secure your Dream Date with a split payment.

Lock in your perfect 2027 wedding date with a R15,000 Booking Fee, effortlessly split into two convenient payments:

- **First Payment of R7,500 due upon signing the contract to instantly secure your date.**
- **An additional R7,500 payable just 30 days later.**

Simple, stress-free, and designed to make your planning journey as seamless as your celebration.

INCLUDED IN VENUE HIRE:

Accommodation

- Dedicated Bridal Suite for the Bride and Bridesmaids to get ready for the wedding.
- Exclusive Groom's Quarters and Lapa for the Groom and Groomsmen to get ready.
- Complimentary Honeymoon Suite for the Couple on their first Honeymoon night.

Guest Arrivals / Welcoming (Fountain Area)

- Setup and Breakdown
- Welcome Board Stand – Stand Only (Black Wrought Iron)
- Welcome Drink Stand
- Cocktail Table (Includes Soft Tulle Overlay)
- Live Entertainment – 3 Classical Musicians (1 h Performance)
Subject to Availability

Ceremony | Cathedral

- Setup and Breakdown
- Cathedral-Style Pulpit with Overhead Canopy and 4 Flanking Pillars
- Wrought Iron Candelabra Stands – Front of Pulpit (Includes Burning Pillar Candles)
- Antique Register Table with Accompanying Chairs
- Wrought Iron Candelabra Stands – Chancel Rail (Includes Burning Pillar Candles)
- Ornate Sculpted Stone Pews with seating for 140 Guests (Includes Red Seat Cushions)
- Wrought Iron Candelabra Stands – Cathedral Aisles (Includes Burning Pillar Candles)
- DJ Table with Accompanying Chairs (Includes Table Runner)
- Ivy around Cathedral Arch Entrance
- Petals for Flower Girl Basket
- Red Carpet





Confetti / Wishes Station

- Setup and Breakdown
- Round Stone Table
- Crystal Bowl Confetti Holder
- Various Herbs and Rose Petals (Confetti)

Pre-Reception / Cocktail Hour

- Setup and Breakdown
- Round Stone Tables
- Cocktail Table (Includes Soft Tulle Overlay)
- Dressed Garden Chairs
- Fringed Garden Umbrellas

Cake Cutting

- Rectangular Stone Table (Includes Table Runner)



Reception / Veranda(Stoop)

- Setup and Breakdown
- Seating Chart Stand – Stand Only (Black Wrought Iron)
- Lounge Sets For Open Air Veranda

Reception / Hall

- Setup and Breakdown
- Bridal Table – Seats 2 – 6 Guests (Includes Table Runner)
- Gold Wrought Iron Chairs for Bride and Groom (Includes Blue-Grey chair Cushions)
- Rectangular Wooden Tables – Seats 6 – 8 Guest per table (Includes Table Runner)
- Black Wrought Iron Chairs (Includes Blue-Grey Chair Cushions)
- DJ Table (Includes Table Runner)
- Gift Table (Includes Table Runner)
- Spacious and Versatile Dance Floor
- Male and Female Bathrooms – Pre-Reception (Located in Reception Gardens)
- Male and Female Bathrooms – Reception (Located in Reception Hall)
- Male and Female Disabled Bathrooms (Located in Reception Hall)
- Aqua Roof Cooling system
- Security Camera System
- Build-In Bar

Reception / Smoking Area

- Setup and Breakdown
- Wire Mesh Patio Set
- White Outdoor Gazebo

Reception / Coffee & Tea Station

- Setup and Breakdown
- Ornate Glass Table for Coffee and Tea Station (Includes Table Runner)



CATERING FEES

PRICE PER PERSON

40 – 49 = R 1 050.00

50 – 59 = R 915.00

60 – 69 = R 830.00

70 – 150 = R 765.00

INCLUDED IN CATERING FEE:

Bridal Suite

- Kitchenette (Coffee, Tea, Sugar, Milk, Rusks)
- Gourmet Snack Platters for the Ladies
- Jug Fruit Juice
- Bottled Water (500 ml)
- Sparkling Wine (750 ml)
- Champagne Glasses
- Juice Glasses
- Coffee Cups
- Small Plates

Groom's Quarters

- Kitchenette (Coffee, Tea, Sugar, Milk, Rusks)
- Gourmet Snack Platter for the Men
- Jug Fruit Juice
- Bottled Water (500 ml)
- Sparkling Wine (750 ml)
- Champagne Glasses
- Juice Glasses
- Whiskey Glasses
- Coffee Cups
- Small Plates

Honeymoon Suite

- Kitchenette (Coffee, Tea, Sugar, Milk, Rusks)
- Juice Glasses
- Coffee Cups
- Full English Breakfast the following morning

Welcoming / Guest Arrivals

- Non-Alcoholic Botanical Cocktail (Welcome Drink served to Wedding Guests)
- Decanter with Lemon and Mint Infused Water
- Champagne Glasses
- Water Glasses

Canapés

- Decanter with Lemon and Mint Infused Water
- Decanter with Fruit Juice
- Juice / Water Glasses
- Assortment of Plated Canapes (5-Ganapes Per Guest)
- Small Plates
- White Serviettes

Cake Cutting (R500.00)

- Small Plates
- Spoons
- White Serviettes
- White Ceramic Platter Platters to Serve Cake to Guests
- Cake Lifter



Hall Reception

- 3-Course Dinner Spoons
- Plated Starter (Choose 1 from Menu Options)
- Buffet Main Course
- Meat Selection (Choose 2 from Menu Options)
- Starch Selection (Choose 2 from Menu Options)
- Vegetable Selection (Choose 2 from Menu Options)
- Side Salad Selection (Choose 2 from Menu Options)
- Plated Dessert (Choose 1 from Menu Options)
- Jug Fruit Juice (1x1 Per Table)
- Jug Lemon and Mint Infused Water (1x Per Table)
- Sparkling Wine - 750 ml (1x Per Table)
- Under plates / Chargers (Gold or Silver or Glass)
- White Seamed Cotton Napkins
- Standard White Crockery (Plates, Cups and Saucers)
- Standard Silver Cutlery (Forks, Knives and Dessert Spoons)
- Elegant Crystal Glassware (Champagne, Water, White and Red Wine Glasses)

Coffee and Tea Station

- Coffee, Tea, Milk and Sugar

Wedding Staff

- Venue Manager
- Wedding Coordinator
- Bridal Attendant
- Guesthouse Attendant
- Setup & Breakdown Crew
- Kitchen Manager
- Venue Chef
- Kitchen Assistants
- Waiters (1 Waiter for every 12 Guests)
- Barmen (2 Barmen Required)
- Cleaners
- First Aider
- Security Guards

Mood & Lighting

- Fairy Lights Around Cathedral Dome

Breakage Deposit

- Refundable Breakage Deposit

UPGRADES AND ADD-ON OPTIONS

Pre-Reception / Cocktail Hour

- Charcuterie Cup (Per Person Fee)(R100.00)
- Harvest Table (Per Person Fee) (R165.00)
- Gin Station (Per Person Fee) (R80.00)

Reception / Hall

- Fully Plated 3-Course Meal (Per Person Fee) (R125.00)
- Buffet Dessert Table - Assorted Items (Per Person Fee) (R100.00)

ADDITIONAL ITEMS

Groom's Quarters

- Consumption Value of Honesty Fridge (Calculated the Day after the Wedding)

Confetti / Wishes Station

- Wish Cards with Gold Stands- Set of 3 (Venue Provides)

Cake Cutting

- Cake Stand (Options can be provided at the time of Final Invoice) (R250.00)
- Cake Knife and Lifter Set (R70.00)
- Cake Moving / Handling Fee (R500.00)

Buffet Main Course

- Additional Meat Selection (Per Person) (R120.00)
- Additional Starch Selection (Per Person) (R45.00)
- Additional Vegetable Selection (Per Person) (R65.00)
- Additional Salad Selection (Per Person) (R45.00)



YOUR PLANNING JOURNEY

What Happens after I've Booked?

Once your cherished date is lovingly secured with the Booking Fee, the enchanting journey to your perfect day truly begins.

Our dedicated team — your personal **Venue Manager**, our talented **Venue Chef**, world-renowned **floral artist Hans Pretorius**, and other cherished specialists — will walk hand-in-hand with you through every thoughtful detail.

We schedule **3 meetings** (with the second being a key check-in and the third highly recommended but optional), designed to bring your unique love story to life with clarity, joy, and zero stress.

Meeting 1 – Vision & Foundations

Held approximately **6–8 months** before your wedding day. This is where your dreams take shape. We sit down together in a relaxed, inspiring setting to discuss and carefully document every element of your day:

- Preferred catering style and menu direction
- Décor dreams and floral vision.
- Special requests, symbolic touches, and personal details.
- Overall atmosphere, colour palette, and must-have moments.

Everything is captured so your entire team starts from the same heartfelt place.

Meeting 2 – Décor Mock-Up & Menu Tasting (Highly Recommended, Optional)

Held at least **4–5 months** before your wedding. Step into your wedding for a magical preview — our florist creates a **stunning table décor mock-up**, while our chef prepares your chosen dishes for a delicious **menu tasting**. You'll see, touch, and taste the experience your guests will enjoy, allowing confident refinements before the

final preparations.

Limited to a minimum of 6 and maximum of 8 people total (including the bride & groom) for an intimate, focused session. **This is optional but highly recommended** — it removes nearly all last-minute uncertainties and adds immense peace of mind. A standard fee of R3 500 applies. (which coners the cost of Food, Staff and Fresh Florals etc.)

Meeting 3 – Final Run-Through & Timeline

(Scheduled the same day as meeting 2)

Here, everything comes together beautifully.

We finalise:

- Confirmed guest numbers.
 - Table placements, seating layout, and plan.
 - Bar & beverage requirements.
 - Vendor delivery, logistics, and setup coordination
 - All special requests and personal touches
 - The complete **Run-of-Day Timeline** — your detailed, minute-by-minute wedding day schedule
- By the end, you'll leave with complete confidence, knowing every detail has been lovingly coordinated.

Coordinator shall also focus exclusively on each couple 1–2 weeks before the wedding to ensure all aspects of the day is covered, arranged and listed in the run-of-day brief.

These meetings are crafted to reduce stress, spark joy, and ensure your celebration feels as magical and personal as your love deserves

Final Details must be submitted 30-days before the wedding

Final Invoice shall be sent 25-days before the wedding.



MENU SELECTION

STARTER:

Plated Starter (Choose 1)

- Crusty Herb-Bread with Biltong Pate and Pickles on the side.
 - Pumpkin Fritter Stag with Crispy Bacon drizzled with fynbos honey.
 - Smoked Chicken fillets on a bed of greens served with apple, gherkins and cherry tomatoes topped with Country Dressing.
 - Creamy Chicken and Mushroom Crepes with a light cheese sauce.
 - Red Wine Poached Pear with cream cheese, marinated biltong and roasted flaky almonds
 - Soup (Available Options can be discussed with our Venue Chef)
-

BUFFET:

Starch (Choose 2)

Additional Options = R 45.00 per person

- Rice Option: White | Brown | Savory
- Roasted new potatoes with garlic and herb butter
- Three-Cheese potato bake
- Basil- Mash Potatoes
- Cheesy hasselback potatoes

Vegetables (Choose 2)

Additional Options = R 65.00 per person

- Caramel Ginger sweet potatoes
- Roasted pumpkin with maple and cinamon
- Green Beans with a sweet and sour mustard sauce
- Vegetable Bake in a creamy cheese sauce.
- Honey glazed carrots
- Green bean bredie
- Creamed Spinach

Meat (Choose 2)

Additional Options = R 120.00 per person

- Slow brazed short-rib with rich red wine sauce
- Cape Malay beef curry with peach chutney and coconut
- Roasted Pork Belly with a soy and honey glaze accompanied by the perfect Crackling
- Roasted Pork Tenderloin wrapped in Bacon with a honey garlic glaze
- Sticky Apricot Chicken with roasted sesame seed.
- Creamy Chicken with parmesan and rosemary.
- Slow Brazed lamb-shank cutlets with garlic and rosemary.





Salad (Choose 2)

Additional Options = R 45.00 per person

- Pear salad with sultanas, nuts, greens and a blue cheese dressing
- Watermelon, feta and peanut-bridle with a balsamic crema (** Seasonal Availability**)
- Greek Salad
- Beetroot, pumpkin, feta, pickled onions with roasted pumpkin seeds.
- Potato Salad

DESSERT

Plated Dessert (Choose 1)

- Caramel Malva pudding with a rose anglaise.
- No Bake Cheesecake with layers of lemon, cream cheese and passionfruit
- Summer Trifle
- Banoffi Trifle with layers of vanilla, biscuit, banana, Dulce Le Leche (Caramel) and whipped cream

OR

Buffet Dessert

(Available at an Additional R 100.00 per person)

- Assortment of tartlets and sweet treats and baked pastries





CONTACT US

- WhatsApp: 060 308 3209
- Owner: 083 250 5667
- bookings@onderengele.co.za
- www.onderengele.co.za
- @onderengelevenue





RENTAL AGREEMENT AND TERMS OF SERVICE CONTRACT

This Contract ("Agreement") defines the terms and conditions of Service Delivery and Rental of the Premises or any part thereof, for and at which premises the Specified Service (wedding package) will be delivered, provided, or supplied.

For this purpose and other reasons further set out herein, this Agreement is made and entered into by and between:

Onder Engele wedding Venue (Pty) Ltd.

Company Registration: 2021 / 905304 / 07

Hereinafter referred to as "The Venue"

And

Name and Surname of Bride / Primary

with

Name and Surname of Groom

Collectively Referred to as "The Couple"

On this:

_____ day of _____ 20_____
Date of Signature

Hereinafter referred to as "Effective Date"

PERSONAL INFORMATION

Bride Details:

Name and Surname: _____
ID Number: _____
Cell Number: _____
Email Address: _____
Contact Method: _____
Best Contact Time: _____
Home Address: _____

Groom Details:

Name and Surname: _____
ID Number: _____
Cell Number: _____
Email Address: _____
Contact Method: _____
Best Contact Time: _____
Home Address: _____

Account Holder Details: (Responsible for Payment of the Account)

Name and Surname: _____
ID number: _____
Cell number: _____
Email address: _____

Banking Details: (For Breakage Deposit Refund after the Event)

Name of account holder: _____
Bank name: _____
Branch code: _____
Account number: _____
Type of account: ☐ Cheque ☐ Savings ☐ Other
(A proof of bank account letter is required for refunds to be processed.)

Wedding & Package Information:

Expected Guest Count must be filled in for Costing and planning purposes.

The final guest count must be provided 30 days before the wedding and shall reflect on final invoice

Date of wedding : _____ / _____ /20_____
Start time of wedding : _____ : _____
Adult guests: _____
Young guests: _____ (Ages: 0-2)
_____ (Ages: 3-9)
Total guests attending: _____

Package selected. 2027 Wedding Package
Venue hire fee: R 42 000-00

Catering fee: (per person) ☐ 40 - 49 Guests @ R1 050-00
☐ 50 - 59 Guests @ R915-00
☐ 60 - 69 Guests @ R830-00
☐ 70 - 150 Guests @ R765-00

Plated menu (optional): ☐ Fully Plated Menu @ R125-00 p/p (Additional)
Canapé upgrade options: ☐ Charcuterie Cup @ R100-00 p/p (Additional)
☐ Harvest Table @ R165-00 p/p (Additional)
Additional menu options: ☐ Extra Main - Starch @ R45-00 p/p (Additional)
☐ Extra Main - Vegetables @ R65-00 p/p (Additional)
☐ Extra Main - Meat @ R120-00 p/p (Additional)
☐ Extra Main - Salad @ R45-00 p/p (Additional)
Dessert upgrade option: ☐ Buffet Dessert @ R100-00 p/p (Additional)

INITIAL: _____ o.b.o The Venue

Groom: _____

Bride: _____

ACKNOWLEDGEMENTS

WHEREAS the Couple engage with the Venue jointly and collectively, seeking the Venue to perform certain services for the wedding on the _____ day of _____ 20____ (“wedding Date”) and;

WHEREAS the Venue shall appoint the “Venue Manager” to act on behalf of the Onder Engele Venue and shall perform his / her duties in terms of this Agreement and as specified herein. The Venue Manager hereby agrees to act impartial and fair in terms of this agreement, in the event of the wedding being disputed or breached to seek remedy and performance from either party in this regard.

NOW, THEREFORE, for and in consideration of the mutual covenants contained herein and for other good and valuable consideration “The Couple” and the Venue do hereby agree as follow:

TERMS OF THIS AGREEMENT

The Venue and the Couple agree to be bound by this document and it will be seen as a legal agreement between them. Both parties hereby acknowledge to have read, fully understood and accept the terms of this agreement. The Couple’s acceptance shall be indicated by means of a signature. This agreement is legally binding and enforceable in terms of South African Law.

1. Confirmation of booking and payment

- 1.1. This reservation of the wedding date will only be reserved upon receipt of payment of the **non-refundable** booking fee of R15 000-00.
- 1.2. Payment of the Booking Fee can be made in 2 separate payments:
 - 1.2.1 First Payment of R7 500-00 shall be due and payable upon signing of this agreement to secure your date.
 - 1.2.2 Second Payment of R7 500-00 shall be due and payable 30 days thereafter.
- 1.3. A third payment of R20 000-00 is due and payable 150 days prior to the wedding date, *alternatively* if the booking is made less than 150 days prior to the wedding date, the third payment is payable with the booking fee
- 1.4. PLEASE NOTE: To confirm a booking, it is the duty of The Couple to ensure a copy of the signed agreement, accompanied by a bank-certified proof of payment, is sent to the Venue's Administrative Office
- 1.5. All documents should be scanned and emailed to our office at bookings@onderengele.co.za
- 1.6. No third party is allowed to change, add on, re-quote, adjust or manipulate in any way, the prices and rates of the Venue.

The Couple acknowledges that this clause was specifically brought to their attention:

Signed by the Couple: _____

2. Cost Estimate:

- 2.1. A formal cost estimate shall only be issued by the Venue's Administrative office once The Couple has attended a personal Venue Viewing / Venue Tour on appointment only.
- 2.2. Due to high enquiry volumes the Administrative Team simply cannot generate a cost estimate for each enquiry and as such a cost estimate shall be issued after a completed Venue viewing.
- 2.3. Should The Couple require an indication of costs prior to attending a Venue viewing, The Couple may calculate a preliminary cost indication independently, as follows:
 - 2.3.1. The preliminary cost indication ("Indicative Total") is calculated by adding the following together:
 - 2.3.1.1. The Venue Hire Fee;
 - 2.3.1.2. The Catering fee (calculated at the applicable per person price. Guest Count Multiplied by the relevant Catering Fee indicated in the Package;
 - 2.3.1.3. Breakage deposit amount
- 2.4. The Indicative Total represents the base package cost only, prior to any upgrades, add-on, special requests, or additional services selected by The Couple.
- 2.5. The Indicative Total is provided for the sole purpose of assisting The Couple in determining affordability and budget planning, and does not constitute a formal quotation, offer, or binding commitment by the Venue in any respect.
- 2.4. The Venue's current venue hire fee and per person catering fee are available on the Venue's official website and/or may be requested from the Administrative Office via the official enquiry channels:
Email: bookings@onderengele.co.za or WhatsApp: +27 60 308 3209
- 2.5. A formal cost estimate issued by the Venue following a venue viewing shall only be valid for 30 days from the date of issue, after which a new cost estimate must be requested.
- 2.6. No prices or previously quoted items, services, or products can be accepted as correct and/or valid after a period of 30 days.
- 2.7. A cost estimate issued by The Venue constitutes an indicative quotation only and does not, under any circumstances, constitute a final, binding offer or a guarantee of pricing.

INITIAL: _____ o.b.o The Venue

Groom: _____

Bride: _____

- 2.8. The Couple acknowledges and agrees that a cost estimate is prepared in good faith based on information available at the time of preparation and is subject to change.
- 2.9. Errors, omissions, or inaccuracies may occur in the preparation of a Cost Estimate, whether through administrative error, miscalculation, or the incorrect recording of items, quantities, or pricing:
 - 2.9.1. The Venue shall not be held liable or bound by any error or omission contained in a cost estimate;
 - 2.9.2. The Couple shall have no claim against The Venue arising from any such error or omission;
 - 2.9.3. Upon discovery of any error or omission, the Venue shall notify The Couple in writing as soon as reasonably practicable and shall issue a corrected cost estimate accordingly;
 - 2.9.4. The Couple's continued engagement with the Venue following receipt of a corrected Cost Estimate shall constitute acceptance of the revised figures.
- 2.10. In accordance with the Consumer Protection Act 68 of 2008 ("CPA"), The Couple acknowledges that:
 - 2.10.1. The Venue is obligated to supply goods and services at a price that is fair and reasonable,
 - 2.10.2. to communicate any material changes to pricing as soon as such changes become known;
 - 2.11. Where a bona fide error has occurred in the preparation of a cost estimate, the Venue reserves the right to:
 - 2.11.1. Correct such error and reissue the Cost Estimate, and
 - 2.11.2. Such correction shall not constitute a breach of any agreement between the parties.
 - 2.12. The Couple retains the right to withdraw from the booking process without penalty in the event that a corrected cost estimate materially and substantially differs from the original, provided that no booking fee has yet been paid.
- 2.13. Once a booking fee has been received by The Venue, the cancellation and refund provisions set out in Clause 9 of this Agreement shall apply.

3. **Banking Details and Payment Method Restrictions:**

- 3.1. The Venue only accepts EFT (Electronic Fund Transfers) as Form of Payment into the following bank account:
Name: Onder Engele wedding Venue
Bank: First National Bank
Branch: 252545
Account No: 62925521743
Reference: Surname and date of wedding
- 3.2. Any cash deposit or in-person cash payment, shall carry an additional cash-handling charge which shall be added to your final invoice.

4. **Catering Guidelines (Food and Beverages)**

- 4.1. The Menu options will be determined in consultation with The Venue chef.
- 4.2. The Couple can choose between a buffet menu or plated menu option.
- 4.3. Prices are subject to the type of menu being served as additional waiters are required for a plated menu service.
- 4.4. A plated menu will carry a surcharge of R125-00 per person
- 4.5. Certain dishes listed on our menus and packages, may be subject to seasonal availability or carry additional surcharges.
- 4.6. The Venue reserves the right to adjust catering prices, including the menu options, at any time during the planning phase of the event, should a specific item(s) undergo a national price increase or become unavailable.
- 4.7. Any additional costs will be billed to The Couple and payable before the wedding date.
- 4.8. Special food and beverage requests, shall be invoiced to The Couple, prior to the wedding date.
- 4.9. All prices quoted are inclusive.
- 4.10. Any changes to the menu and guest count must be communicated to the Venue, no later than 30-days prior to the wedding date.
- 4.11. No food or beverages may be brought onto the premises for consumption, which is not provided by the Venue unless such items have been discussed and approved in writing by the Venue Manager.
- 4.12. To ensure that the food and service are optimal, we request that The Couple and all guests stick to the pre-agreed timelines.
- 4.13. Due to health regulations, no food will be permitted to leave the premises after the wedding.
- 4.13.1. Venue staff may not be requested to provide The Couples with left-over food ("doggy bag").
- 4.13.2. The venue herewith expressly states that it accepts no liability for the quality of any food and beverage items removed from the premises and consumed later.
- 4.14. All special requirements should be discussed at the final meeting and paid for with the final invoice.
- 4.15. The Venue does not take any responsibility and will not be held liable for any dietary requirements not catered due to late and /or last-minute special requests.
- 4.16.1. Children between the ages of 3 and 9 years will be charged 50% of the agreed adult menu price, limited to not more than 10% of total Adult Guest count.
- 4.16.2. Any children over and above the 10% limit will be charged as an adult and therefore pay the full adult menu price.
- 4.16.3. Children under the age of 3 years will not be charged but are included in the 10% count.

INITIAL: _____ o.b.o The Venue

Groom: _____

Bride: _____

- 4.17. Food and beverages for both the Groom and Bride's preparation rooms prior to the ceremony will be supplied with the following included:
- 4.17.1. one bottle of sparkling wine, fruit juice and water;
- 4.17.2. A gourmet platter for eight people.
5. **Cake Services and Charges**
- 5.1. Cake cutting service is charged at R500-00 and shall be included as a standard service provided by the Venue. The Couple shall ensure that the wedding cake is set up by their chosen vendor in the dedicated cake area as specified by the Couple and agreed with the Venue.
- 5.2. Should the cake not be set up in the dedicated area by the Vendor, the Venue shall charge a moving fee of R500-00 for repositioning the cake to the correct area.
- 5.3. A cake stand and knife are available for use at an additional charge of R500-00. This fee shall apply whether the cake stand, the knife, or both items are required (in part or in full).
- 5.4. All cake-related charges shall be added to the final invoice and shall be payable in accordance with the payment terms set out in this Agreement. It remains the Couple's responsibility to ensure that all cake arrangements, vendor details, and related preferences are communicated to the Venue timeously and reflected on the final invoice.
6. **Bar facilities and alcohol regulations**
- 6.1. The Venue shall endeavour to meet The Couple's requirements for the wedding to the best of our abilities and as far as supplier limitations allow.
- 6.2. A surcharge will be applicable on certain alcoholic items (hard liquor) which are not stocked by the Venue and that The Couple wishes to bring in. These items must be discussed with the Venue Manager, concerning the Venue's rules and regulations and shall be dependant on the Venue Manager's written approval and payment of the quoted surcharge.
- 6.3. All beverages are charged on consumption
- 6.4. A corkage fee will be levied on the following items if not being supplied by the venue and shall be limited to 4 bottles per table of 8 guests:
- 6.4.1. Wines and Sparkling Wines @ R90-00 per bottle
- 6.4.2. French champagne @ R250-00 per bottle
- 6.5. Should the Venue learn that any alcohol was brought onto the premises without prior written consent, the Venue shall be within full right to:
- 6.5.1. Confiscate such items.
- 6.5.2. Deduct the total value of the alcohol from The Couples' breakage deposit (of which value shall be calculated at the Venue's bar selling price).
- 6.5.3. Remove such person(s), who are in breach of our Venue's rules and regulations from the Venue's premises.
7. **Accommodation**
- 7.1. The Venue shall provide two suites on the day of the wedding for the Couple and their Bridal Party to prepare on the morning of the wedding:
- 7.1.1. One suite for the Bride and her Bridesmaids, as well as
- 7.1.2. One suite for the Groom and Groomsmen
- 7.2. The Venue shall include a complimentary honeymoon suite for the Couple on their first honeymoon night (the night of the wedding)
- 7.3. The Venue can accommodate up to 8 additional guests in our four (4) remaining guest suites at an additional charge of R1000-00 per room/per night.
- 7.4. Breakfast is included for the Couple only and additional breakfast services for guests, can be provided at R250-00 per person
8. **Damages and Breakage Deposit**
- 8.1. R5000-00 breakage deposit is required from The Couple when booking a wedding at The Venue.
- 8.2. The breakage deposit will be added to your venue hire cost and is refundable, should there be no breakages or damages incurred by the venue at the end of the wedding.
- 8.3. The breakage deposit is in place to protect The Venue from any form of damage and or loss such as, similar to but not limited to:
- 8.3.1. Permanent marks on walls, mirrors, floors, furniture, statues etc.
- 8.3.2. Damage to furniture by either The Couple, their Guests or their suppliers.
- 8.3.3. Breakages or loss of any glasses, crockery, cutlery etc.
- 8.3.4. Damages and/or breakages of any hardware on doors, cabinets or windows; including, similar to, but not limited to handles, taps, frames, hinges, shower heads, basins and the like.
- 8.3.5. Outstanding extra overtime billable hours, payments or payment penalties owed or outstanding.
- 8.4. If any fire equipment/ fire prevention equipment is used/tampered with, stolen/ lost or misplaced during the wedding, The Couple will be responsible for the amount to replace/ return it back to its standard.

INITIAL: _____ o.b.o The Venue

Groom: _____

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- 8.5. The Venue reserves the right to debit any losses before processing the refund within 30-days from the wedding date.
9. **Postponement and Cancellation of a Confirmed Booking**
- 9.1. The Venue reserves the right to cancel this agreement at any time during the planning of The Couple's wedding in the following instances:
- 9.1.1. A conflict of interest arises between the parties;
- 9.1.2. The Venue is unable to perform its duties due to any damage to the venue premises by fire, acts of God (flooding, earthquakes, or any other natural disasters outside the control of the Venue),
- 9.1.3. Riots causing a shortage of labour
- 9.1.4. Strikes that affect the direct safety of The Couple, their guests, or the employees of the Venue
- 9.1.5. Industrial or political unrest on a mass scale, or
- 9.1.6. Any other related reasons beyond the control of the Venue. In such a case the wedding or wedding date will be rescheduled at date and time which is suitable and convenient for both parties.
- 9.2. Cancellations made by The Couple **more than 150-days** prior to the wedding, will forfeit the booking fee of R15 000-00 however, any further payments will be refunded.
- 9.3. Cancellations made by The Couples **less than 150-days** prior to the wedding, will forfeit the booking fee of R15 000-00 as well as the Third payment. In such an event:
- 9.3.1. The Venue shall reserve its right to re-sell your date.
- 9.3.2. The Venue shall refund The Couple the full Third payment of R20 000-00 should the Venue be able to resell this date.
- 9.4. A **postponement** made **more than 150 days** prior to the wedding, The Couple will forfeit the booking fee of R15 000-00 however, all further payments will be transferred to the new booking date.
- 9.5. A **postponement** made **less than 150-days** prior to the wedding, the Couple forfeits the booking fee and Third payment. In such an event:
- 9.5.1. A new deposit of R15 000-00 is payable to secure the new date, and
- 9.5.2. The Venue reserves the right to resell the old date.
- 9.5.3. The Venue shall refund to The Couple the full Third payment of R20 000-00 should the Venue be able to resell this date.
- 9.6. Should The Couple cancel the wedding within or less than 30 days of the wedding date, the full amount is due and payable and will be enforced in terms of this agreement.
- 9.7. In the event of The Couple postponing and/or changing the original wedding date and The Venue is unable to host The Couple on the new date, the reservation will be canceled and the applicable cancellation policy, shall apply.
- 9.8. Any cancellation of this Agreement must be done in writing and all outstanding fees must be paid within 7 days of such cancellation notice.
- 9.9. All refunds owed to The Couple (If any, for whatsoever reason) will be paid from a 30-day account. The Couple must ensure that the banking details for refunds (Page 2 of this Agreement) are filled in correctly and that a proof of bank account letter accompanies this Agreement.

The Couple acknowledges that this clause was specifically brought to their attention:

Signed by the Couple: _____

10. **Third Party Agents**

- 10.1. No outside company, third-party vendor/supplier or family members shall be allowed to act on behalf of the Couple unless written permission is granted by both the Couple and The Venue manager
- 10.2. The Couple remains responsible and financially liable for all decisions and changes made to and/or on the wedding day irrespective of such decision was made by the Couple, Third Party Agent, Bridesmaids, Groomsmen or other family members.
- 10.3. Provided that should The Couple fail and/or refuse to pay such amounts, the Venue shall be titled to claim from the Agent or Third Party member in terms of the surety-ship given by Agent / Third Party, in terms of this Agreement.

11. **Venue Hours and Renting Periods**

- 11.1. The Venue Hire will start from 08h00 on the day of The Couples wedding and will conclude at the following hours depending on the day of the week:
- 11.1.1. Monday to Thursday weddings will conclude at 22h00
- 11.1.2. Friday and Saturday weddings will conclude at 24h00
- 11.1.3. No weddings are permitted on Sundays.
- 11.2. Should The Couple wish to extend these hours, The Couple may do so for an additional 1 hour (over and above the set Venue hours) at a standard charge of R 3 500-00 per hour. This should be arranged with the Venue well in advance and may not be arranged the day of the wedding.
- 11.3. Breakfast will be served at 08h45 the day after the wedding .
- 11.4. Check-Out Time for all Guests staying over on the night of the wedding shall be strictly 10h00.

INITIAL: _____ o.b.o The Venue

Groom: _____

Bride: _____

12. **Planning and Preparation Meetings**

- 12.1. The Venue staff such as the Venue chef, florist, venue manager, coordinator and other relevant staff will meet with the Couple twice before the wedding and are divided as follows:
- 12.1.1. First meeting (also referred to as the preparations meeting) is scheduled 6-8 months prior to the wedding date. Every aspect of the wedding, menu selection, decor, flowers and special requirements will be addressed.
- 12.1.2. Second meeting is scheduled 3 to 4 months prior the wedding date.
- 12.1.2.1. Decor mock-up and menu tasting will be finalized.
- 12.1.2.2. An additional fee of R3 500-00 is charged for all mock-up and tasting meetings and covers the raw materials and flowers for the tasting and mock-up. It also covers all decor, flower and rented items.
- 12.1.2.3. Tasting meeting shall be limited to a minimum of 6 people and a maximum of 8 people (inclusive of the Couple);
- 12.1.2.4. A timeline meeting is scheduled directly after the tasting;
- 12.1.2.5. Your day of Coordinator will lead this meeting and guide you through the entire run of your wedding day. All wedding day requirements and specifications are finalized and a timeline created for the flow of the wedding day.
- 12.2. All calls and in-person meetings are recorded for internal processes and planning purposes for the following reasons:
- 12.2.1. To ensure that we provide or supply the relevant requirements or requests specified for each wedding during such meetings.
- 12.2.2. On some days we have multiple meetings and menu tastings which makes it hard to remember every small detail and changes made to original brief.
- 12.2.3. we go back to the recordings to ensure everything is captured by the wedding and events Coordinators
- 12.2.4. These in person meetings are recorded through means of our CCTV security camera systems which are located in our meeting area and reception hall.

13. **Final Arrangements**

- 13.1. All arrangements must be finalized and communicated to the Venue no later than 30-days prior to the wedding or wedding date.
- 13.2. Final invoice shall be generated and sent to the Couple 25 days prior to the wedding day.

14. **Decor and Flowers**

- 14.1. The Venue exclusively utilizes the services of world-famous floral designer, Hans Pretorius Flowers.
- 14.2. No outside Florist, decor or external service provider may be sourced or secured for flowers and/or decor.
- 14.3. Our in-house Venue Florist will be happy to accommodate all your decor and floral needs and will provide a quotation based on The Couples' requirements as discussed during the Decor and Floral meeting.
- 14.4. A preliminary verbal cost estimate was provided during the Venue Viewing.
- 14.5. A written cost estimate shall be provided after the First Planning Meeting with the Creative Team.
- 14.6. All stationary items remain the responsibility of the Couple and are not be provided by the Venue.

DJ and Sound

- 14.7. The Venue requires that all DJ's are SAMRO and SAMPRA registered and must provide a copy of their license before the Venue shall allow setup to occur.
- 14.8. The Couple shall be responsible for providing the Venue with a copy of the DJ's licenses 30-days prior to the wedding date to avoid any setup delays on the day.
- 14.9. Please refer to Clause 15 for external Service Provider rules.
- 14.10. The Venue reserves the right to control the volume of the music during the wedding and should at no stage exceed 90 decibels.

15. **Vendors and Suppliers**

- 15.1. Any suppliers or outside Vendors hired by The Couple, such as but not limited to Photographers, Videographers, musicians, DJ's or Artists etc. need to come fully licensed and equipped with all the necessary tools to complete their tasks.
- 15.2. The Venue will not provide extension cords, any power adapters/two-point plugs, scissors, steamers/irons, etc.
- 15.3. The Venue invites these industry professionals to contact the venue, at least 7 days prior to the wedding for a brief consultation to discuss any needs or special requirements prior to the wedding date. This ensures they are familiar with the venue layout and prevents timeline delays on the day of the event.
- 15.4. The Venue, its staff and its owners will accept no responsibility for any loss or damage to any equipment left on the property overnight.
- 15.5. No Vendor and/or Supplier are permitted to move, remove, adjust, alter, change or rearrange any furniture, fixtures or property of the Venue, without prior consent.
- 15.6. Any damage that may result in Vendors, Suppliers or Guests not adhering to this term shall be charged to The Couple's account or deducted from the breakage deposit, depending on the value of said damage.
- 15.7. The Couple, guests and/ or suppliers may not enter the kitchen, storerooms, linen rooms, or decor rooms. You are more than welcome to ask the Venue staff for assistance should you require it.

INITIAL: _____ o.b.o The Venue

Groom: _____

Bride: _____

16. Photography and Social Media Exposure

For marketing purposes and exposure, the Venue kindly requests permission for the use of your wedding day photographs and video clips, which will be shared on our public and social platforms with all necessary credits and tags provided to the relevant vendors and suppliers.

17. Safety and Security

- 17.1. The Couple and Guests are obligated to comply with all existing safety and security measures that are in place at the Venue.
- 17.2. The Couple, Guests and the Venue must ensure that no emergency exits, safety equipment or safety signage is covered or obstructed or interfered with in any way.
- 17.3. As a safety measure and in accordance with the Laws of the Republic of South Africa and the location of the Venue, no rockets, fireworks, pyrotechnics, firecrackers, or long-range lasers/lights can be used at any time.
- 17.4. The Venue will ensure the safety of your personal items and equipment to the extent in which may be reasonably expected of a venue but will not take responsibility for any damage or loss of any item or equipment.
- 17.5. No fire-arms are permitted at the Venue.

18. Limitations of liability

- 18.1. The Venue will not be liable for, and The Couple and Guests will not have any claim of whatsoever nature against the Venue as a result of and /or arising from:
 - 18.1.1. The Venue not being able to provide services as a result of weather, fire or any other sudden unforeseeable event that may prevent it from fulfilling its obligations.
 - 18.1.2. Any loss or damage to personal belongings of The Couple and their Guests
 - 18.1.3. Any loss or damage to any outsourced decor, linen, tablecloths etc.
 - 18.1.4. Any interruption of electricity, water supply and sanitary services. The Venue, however, will ensure that a generator is available in case of such an event occur as per the original agreement between The Couple and the Venue.
 - 18.1.5. Any personal injury, death, illness etc. to The Couple and their Guests, specifically but not limited to the statues on the premises, open water features, dam, pillars and loose pots that may fall, due to negligence on The Couple's part or their respective guests.
 - 18.1.6. Any damage, loss, cost or claim that The Couple may suffer or incur arising from any cancellation or termination for any reason contemplated in this Agreement.
 - 18.1.7. Any lost and found belongings to The Couple or Guests of The Couple will be kept for one (1) calendar month which will be disposed of or donated to goodwill.
 - 18.1.8. Save to the extent otherwise provided for in this Agreement or where The Couple is entitled to rely on or receive, by operation of law, any representations, warranties or guarantees regarding the availability, accuracy, reliability, timeliness, quality or security of any product or service.
 - 18.1.9. Save in the event of gross negligence of the Venue, the Couple hereby indemnifies the Venue against all third party claims resulting from injury/injuries which may at any time during the period of this agreement, be done to or suffered by the Couple, is invitees, is guests or any other person on the Venue (property).

The Couple acknowledges that this clause was specifically brought to their attention:

Signed by the Couple: _____

19. Weather

- 19.1. The Venue will not be held liable by The Couple and The Couple will not have any claim of whatsoever reason against the Venue as a result of the Venue not being able to provide services as a result of weather that may prevent it from fulfilling its obligations.
- 19.2. The Venue will, as far as reasonably possible, take necessary measures to ensure the proper and smooth running of The Couple wedding due to bad weather.
- 19.3. In the event that we are unable to guarantee the smooth running of any wedding on account of bad weather, the Venue will, as far as possible, notify The Couple of the weather conditions and try to reschedule the wedding on a date on which there is a mutual agreement. This clause will only be applicable to outside wedding as such but not limited to photo shoots and outside wedding ceremonies.

20. Wedding Insurance

- 20.1. The Couple is required to arrange insurance which will mitigate their loss due to theft, damage, cancellations etc.

21. Smoking

- 21.1. As per the amended smoking laws of the Republic of South Africa, smoking, including the use of Vapes, E-Cigarettes and the like. will not be permitted in any public area whilst on the Venue premises.
- 21.2. Smoking is only permitted in the designated smoking areas.

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- 21.3. Smoke is strictly forbidden inside the Church, Reception Hall, Guest rooms and any other closed areas where applicable.
- 22. Venue Manager**
- 22.1. The Venue appoints a Venue Manager who acts on behalf of the Venue. His / her role is to answer any questions you may have regarding the Venue, facility, and bookings, finalize agreements and act as a representative of the Venue.
- 22.2. The venue Manager, therefore, has full mandate to act within his/her discretion in terms of this agreement and to perform any such decisions as may be necessary as if the Venue has authorized such decisions to which The Couple and their respective guests will adhere to.
- 23. Session and Delegation**
- You may not sell, cede, assign, delegate or in any other way alienate or dispose of any or all of your rights and obligations under and in terms of this agreement without the prior written approval of the Venue.
- 24. Breach**
- 24.1. Should either party ("the defaulting party") breach any of its obligations in terms of this Agreement and fail to remedy such breach within 7 (seven) days after receipt of written notice by other party ("the affected party") requiring the defaulting party to remedy that breach.
- 24.2. Should the defaulting party be in breach of the Agreement as set out herein, then and in any of such events the affected party shall be entitled, without prejudice to its right to damages or to any other claim of any nature whatsoever that it may have against the defaulting party as a result thereof, to:
- 24.2.1. cancel this agreement forthwith and without further notice thereof to the defaulting party and claim damages from the defaulting party; or
- 24.2.2. alternatively and in its sole discretion, claim specific performance of all the terms of this agreement without prejudice to any claim which it may have against the defaulting party.
- 25. Jurisdiction**
- For the purpose of resolving any disputes which exist or occur between the parties hereto, the parties consent to the jurisdiction of the Magistrate's Court or any other court with jurisdiction or a court otherwise competent and with jurisdiction over the person of the parties in that each of them resides, carries on business, or is employed within its area of jurisdiction, notwithstanding that such proceedings are otherwise beyond jurisdiction. This clause shall be deemed to constitute the required written consent conferring jurisdiction upon the said court pursuant to Section 45 of the Magistrate's Court Act, Act 32 of 1944 or any amendment thereof provided that the parties shall have the right at their sole option and discretion to institute proceedings in any other competent court in respect of any claim which, but for the foregoing, would exceed the jurisdiction of the Magistrate's court.
- 26. Severability**
- If any provision (or part of a provision) of this agreement is found by any court or administrative body of competent jurisdiction to be invalid, unenforceable or illegal, the other provisions shall remain in force. If any invalid, unenforced or illegal provisions would be valid, enforceable or legal if some part of it were deleted or modified, the provisions shall apply with whatever modification is necessary to give effect to the commercial intention of the Parties.
- 27. General Terms**
- 27.1. The parties (The Couple and the Venue) acknowledge and agree that these terms and conditions constitute the whole of the Agreement which must also be read as the Service agreement to The Couple by the Venue and jointly between them and that no other agreements, guarantees, undertakings or representations, either verbal or in writing, relating to the subject matter of these terms and conditions that are not incorporated herein shall not be binding on the parties.
- 27.2. No changes to these terms and conditions will be binding on any of the parties unless recorded in writing.
- 27.3. The Couple agrees that any notices the Venue sends to The Couple in terms of this Agreement concluded between the parties, may be sent via email unless otherwise agreed to in writing or as permitted by law.
- 27.4. The Couple warrants that as of the date of submitting a booking request, all the details furnished by The Couple to the Venue are true and correct and that The Couple will notify the Venue of any changes to such details.

The Couple Acknowledges and Agrees as follows:

1. This Agreement contains no provisions that are unfair, unreasonable or unjust;
2. no unusual risk regarding this Agreement has not been pertinently highlighted to the Couple;
3. any terms and conditions that limit the risk or liability of the Venue or that imposes an obligation on the Couple to indemnify the Venue, has been specifically drawn to the attention of the Couple prior to signature of this Agreement;

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4. this Agreement has been written in plain and understandable language;
5. the Couple has had adequate time and opportunity to seek legal advice prior to signing this Agreement and that he/she/it expressly warrants indeed understanding each provision of this Agreement.
6. that they hereby declare that they have read all the above Terms and Conditions, understand fully and will abide by the rules of this Agreement set out by ONDER ENGELE and will be bound hereto, in my personal capacity as surety for all amounts of money owing, all damages to the allocated buildings and surroundings, venue, furniture, utensils, carpets and equipment thereof.
7. It is hereby stated clearly that this document consists of 10 pages with the 10th page being the Signed Declaration (page where both parties sign.)
8. Please ensure that pages 1 and 2 are completed with the necessary information as requested.
9. Please ensure that page 3, 6 and 8 are signed where indicated.
10. Please ensure that all pages (1 – 10) are Initialed at the bottom of the page.
11. Please ensure that Page 10 is completed and fully signed by all Parties as listed on Page 1 of this agreement.

Name and Surname – Bride / Primary

Signature

Name and Surname – Groom

Signature

The Venue Representative Acknowledges and Agrees as follows:

Herewith the Representative of Onder Engele agrees that he/she is duly authorized by the Venue to act on their behalf in accordance with the rules and regulations as set out in this agreement and to ensure that all parties are bound by this agreement and that all rules and regulations are adhered to at all times.

Name and Surname – Venue Manager

Signature