



8 Jan Van Riebeeck Road, Paarl 7646
PO Box 1362, Southern Paarl 7646
Web: www.kleinparysvineyards.co.za

Tel: +27 21 872 9848
Fax: +27 21 872 8527
E-mail: logistics@kparys.co.za

FUNCTION PACKAGE

• CONFERENCE • WEDDINGS • FUNCTIONS •



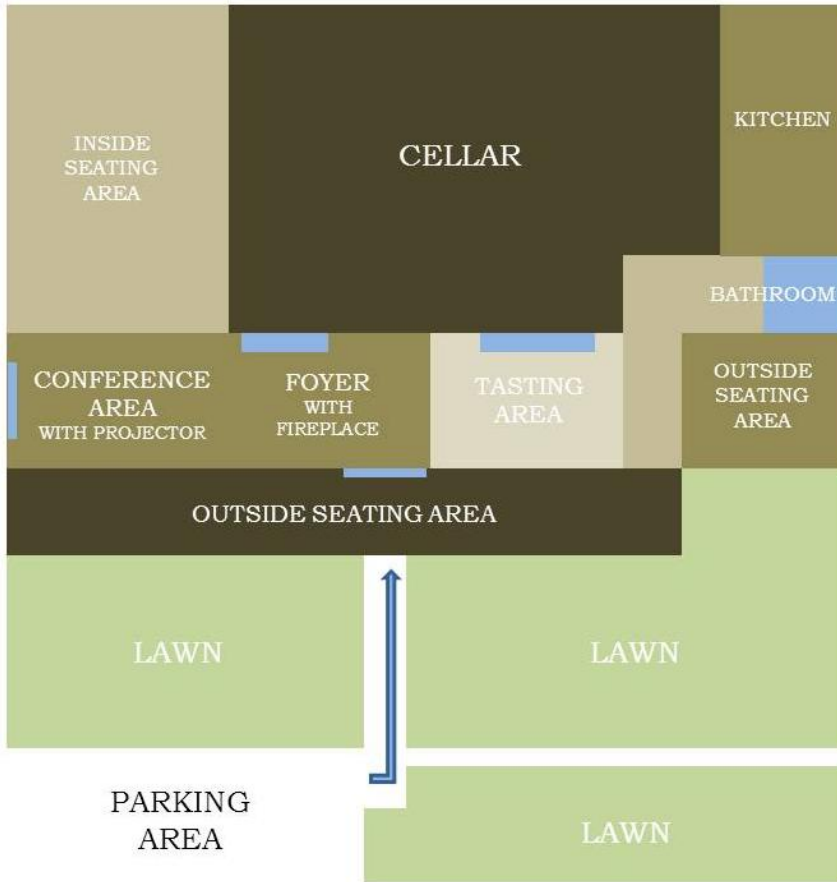
Klein Parys Vineyards is the home of top quality wines produced from the estate by world renowned winemaker Kosie Möller. This historical estate is situated in the heart of the picturesque Cape wine lands.

With easy access to the N1, close proximity to Franschoek, Wellington, Paarl and Cape Town it's location makes it ideal for any function!

Our packages are tailor made to suit your individual needs!



FACILITIES



Different Areas:

- **Inside seating area**
- **Outside seating area**
- **Tasting room**
- **Conference area**
- **Lawn**
- **Cellar**
- **Foyer**

You are more than welcome to stop by to view our facilities. If you would like a guided tour please make an appointment in advance.

Above is a basic layout of our venue, apart from the cellar all other areas are included in the venue fees.

The cellar can be made available depending on the number of guests & time of year.

The lawn areas are ideal for a marquee tent or open air event, with vineyards all around it is sure to be "picture perfect"!

We also have beautiful gardens that can be used for wedding pictures but please note that requests need to be submitted for the use of these gardens.



PACKAGES



Klein Parys Vineyards offers you the opportunity to create your own function package to suite your specific needs. We have basic venue fees allocated on a time & type basis, after selecting the one best suited to your event you can choose to make use of all the extras we have to offer.

Option 1 – Conferences/ Courses

We have great facilities for your conference/ course presentation, our relaxed yet professional venue will offer that little bit extra to make it a truly unforgettable day!

Fees for conferences/ courses are determined on an individual basis based on the duration of the conference/ course as well as the requirements for day (lunch, snacks, drinks etc.).
Quotes will be given to you “per head” according to your individual needs.

Option 2 – Medium Functions

This would be your option if you are looking to host anything from a 50th birthday party to a smaller year end function, we can assist in décor & catering if need be!

Venue Fee = R 3 000.00
Max 40 guests
This includes all the tables & chairs we have available.

Option 3 –Large Functions

This package is ideal for you if you are looking for a venue to host bigger events or gathering etc..

Venue Fee = R 5 000.00
No guests limit

Option 4 - Weddings

We are able to offer many different set-up’s at the estate that will lend uniqueness to your special day! We recommend that you make an appointment with us to come and view the endless possibilities for yourself. The winery is available for ceremonies pending the time of the year.

Venue Fee = R 10 000.00

We also host small functions such as baby showers, kitchen teas & children’s parties, these quotes are tailor made and calculated according to your individual requirements.



DETAILS

Once you have selected the package best suited for your function, you can choose from the wide variety of extra services we have to offer!

We can provide & assist with the following (at additional charges):

- Catering
- Décor
- Music
- Set-up
- Clean-up
- Hiring
- Bar facilities
- Waiters

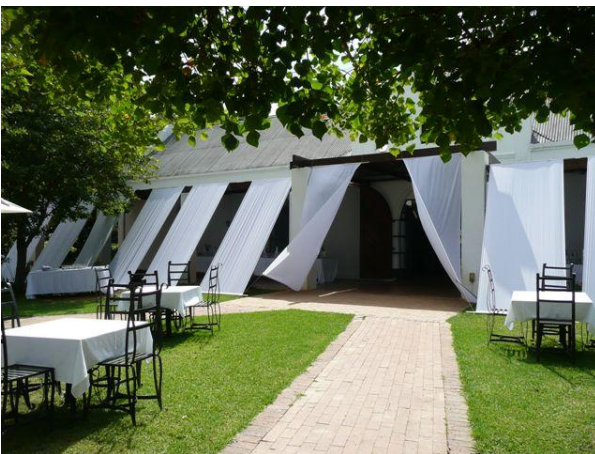


We can also offer the services of our in-house event manager to co-ordinate your event from start to finish or alternatively recommend a list of companies that would be able to assist you.

You are more than welcome to set up an appointment with us to view the facilities, discuss your event & put together a personalized quote!

Please take special note of the following:

- All functions will require a deposit of R 1000.00 except for weddings which requires a R 2000.00 deposit.
- Venue fees only cover the venue itself, any additional services (set up, clean up etc.) will result in additional charges.



TIMES

- ❖ Morning functions
 - Venue will be available from 8h00-12h30
- ❖ Afternoon functions
 - Venue will be available from 12h30-17h00
- ❖ Evening functions
 - - Venue will be available from 17h30- time agreed upon with management



TERMS & CONDITIONS

Payment

- To secure your booking the deposits needs to be paid one week after booking form was sent to Klein Parys Vineyards.
- The outstanding balance of your account needs to be paid in full 7 days before the date of the function.

Damages

- Any damages to Klein Parys property and/ or hired items will be added to your account.
- Klein Parys Vineyards will not accept any responsibility for damages to personal property or to guests.

Venue

- Venue needs to be cleaned and hired items removed within 24 hours after the function.
- Cleaning staff is available at extra costs.
- All extras will depend on availability and is not included in your function package fee.
- Functions will be kept to strict time periods (unless otherwise agreed upon), should functions continue over the set time R 1000 will be charged per hour.

Cancellation

- No refund of your deposit will be made if a cancellation occurs within 1 month prior to the function.
- If cancellation is made less than 7 days prior to the function you will be liable for the full venue hire fees.

Booking Procedure

- After completing the booking form fax or email it to Klein Parys Vineyards.
- Booking will be confirmed once booking form & proof of payment has been received.
- We can not take responsibility for ensuring the facility or the date if these conditions have not been met within 7 days of your booking.

Payment

- Can be made into the banking details provided on the invoice we will send to you.
- Please use your invoice number as reference when making payment.

Wine

- No wine (except that of Klein Parys Vineyards) will be allowed at functions.



BOOKING FORM



This form will allow us to send you a detailed quote, based on your requirements.
Once the quote has been accepted & signed off, we will issue you a tax invoice.
The requested date will only be secured once the deposit has been paid.

Please remit to sales@kparys.co.za or by fax to 021 872 8527

CLIENT DETAILS

Name & Surname: _____ Date: _____
Contact Number: _____ Email address: _____

EVENT DETAILS

Event Type: _____
Option Selected:: _____
Date of function: _____
Amount of guests: _____

TIME OF FUNCTION

Morning _____
Afternoon _____
Evening _____
Entire day _____

FUNCTION PACKAGE

Option 1: Request a quote _____
Option 2: R 3 000 plus deposit _____
Option 3: R 10 000 plus deposit _____
Other: (Please specify) _____

EXTRAS NEEDED

Cleaning after function R 400 _____
Bar Facility R 800 _____
Event Coordination Fee R 1 000 _____
Marque Tent R 6,000 _____

* A full list of extra's are available on request.

Special requests, please specify:

I have read the terms & conditions of this agreement.

PRINT NAME

SIGNATURE