CORPORATE FUNCTIONS

Conference Centre & Wedding Venue
 Luxury Hotel
 Emoya Private Game Reserve
 Spa



Thank you for considering Emoya Estate as a venue for your corporate function. Our dedicated team look forward to making all of your wishes come true. Visit our website or Facebook page for photos and more information on www.emoya.co.za or www.facebook.com/EmoyaEstate

We encourage you to make an appointment with us to share your vision and view our facilities as we have various venues with guest capacities ranging from 50 – 500 that can be transformed into a beautiful venue.

Emoya Estate

- Tel: +27 (0) 51 436 8471 Email: info@emoya.co.za Address: 7 Frans Kleynhans Road, Groenvlei
- GPS: 29 03'51.68S, 26 10'04.58E Please visit our website for detailed map www.emoya.co.za

Smaller Cellebrations

• Tel: +27 (0) 51 436 8471 • E-mail: functions@emoya.co.za / functions2@emoya.co.za

Emoya Spa

• Tel: +27 (0) 51 436 3175 • Email: spa@emoya.co.za • www.emoyaspa.co.za

VENUES

We offer you a variety of venues to choose from. We can provide the best service and facilities all on a 270 hectare game and nature reserve; situated in central South Africa, Bloemfontein. Whatever you are planning we will walk the extra mile for you!

Please select your venue by ticking the box in the right hand corner.

Chapel

Charming rustic chapel.







Seatin	g Style			Size		Price per a	ay/nignt	
Max people	Dance e floor		U-shape	M^2	Length x width x height	Mondays	Weekdays (Thue-Thur)	Weekend (Fri-Sat)
150	70	60	-	128	16m x 8m x 4m	R1 500	R2 000	R2 500

Eland

Fully air-conditioned, unique with deck and view of water hole. Inside bar. Very versatile.







Seatin	g Style			Size		Price per c	lay/night	
Max peopl	Dance e floor		U-shape	M^2	Length x width x height	Mondays	Weekdays (Thue-Thur)	Weekend (Fri-Sat)
600	350	420	-	500	25m x 20m x 3.5m	R5 500	R6 500	R8 500

Bosbok

Smaller venue. Soft drink bar available on request. With front garden area.



Seating	Style			Size	Price per o	day/night	
	Dance floor	Banquet	U-shape	M^2	Length x width x height Mondays	Weekdays (Thue-Thur)	Weekend (Fri-Sat)
200	80	180	-	253	23m x 11m x 2.7m R1 500	R2 500	R3 500

Mini Lapa Boardroom

Small conference venue. Ideal break away venue.







Seat		

Max Dance floor Banquet U-shape people 15 - 20

Size

 M^2

Length x width x height Mondays 9m x 10m x 2.5m

Price per day/night

Weekdays Weekend (Thue-Thur) (Fri-Sat) R1 200 R1 500

Cheetah Hall

Vintage felt hall, fully air-conditioned, inside bar, open front garden area. From weddings to any other formal or informal functions.

R1 000







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Max Dance people floor 250

Banquet U-shape

Size

Length x M^2 width x height Mondays 29m x 14m x 3m

Price per day/night

Weekdays Weekend (Thue-Thur) (Fri-Sat) R3 500 R5 500 R6 500

Lounge

Smaller venue. Suitable for break away rooms.







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Max people		Banquet	U-shape
40	-	40	-

Size

 M^2

Length x width x height

Price per day/night

M	on	d	a	уs	
R7	50				

Weekdays (Thue-Thur) R850

Weekend (Fri-Sat) R950

Spookhuis (inside)

Inside and outside area to hold smaller functions. A relaxed ambiance atmosphere will contribute to a unique experience.





Max	Dance
people	floor

Banquet U-shape

 M^2

Length x width x height Mondays

R500

Weekdays (Thue-Thur)

Weekend (Fri-Sat)

R600 R750

Rhino post

Outdoor venue, ideal for medium sized events. Roadshow, outdoor & team building.







Seating Style

Max Dance Banquet U-shape floor people

Size

 M^2

36

Length x width x height Mondays 9m x 4m x 2.6m

R1 000

Price per day/night

Weekdays (Thue-Thur)

Weekend (Fri-Sat)

R1 500

R2 500

Boardroom (Basotho Hotel)

Medium conference room, with projector, fully air-conditioned and with mini break away room with self service coffee & tea station







Seating Style						
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Max people		Banquet	U-shape
18	_	_	_

Size

M^2	Length x width x height
30	10m x 3m x 2.5m

Mondays R750

Weekdays (Thue-Thur) R1 000

Weekend (Fri-Sat) R1 000

Tented Venue

Unlimited tented options. On special request





seat	ing style			Size		Price per d	ay/nignt	
Max peop	Dance ole floor		U-shape	M^2	Length x width x height	Mondays	Weekdays (Thue-Thur)	Weekend (Fri-Sat)
1000	-	-	-	-	-	Negotiable	Negotiable	Negotiable

DÉCOR & SETUP

COST PER PERSON

Option A Table cloths, dinner plates, cutlery, wine glasses, juice glass & serviettes.	R25 pp
Option B Table cloths, dinner plates, cutlery, wine glass, juice glasses, champagne glasses, napkins & under-plates.	R35 pp
Option C Table cloths + chair covers, dinner plates, cutlery, wine glasses, juice glasses, champagne glasses, napkins, under-plates, basic center piece & cocktail tables for pre-drinks.	R55 pp
Option D Table cloths + chair covers, dinner plates, cutlery, wine glasses, juice glasses, champagne glasses, napkins, under-plates, basic center piece & cocktail tables for pre-drinks + any other smaller requests - ice buckets, napkin rings, chair binders, overlays for tables, table numbers.	R75 pp
Option E Price on application. Our wedding and décor specialist will assist with any specific requirements.	

WELCOME DRINKS

Pre-reception drinks & snack available on request. Selection of cocktails and drinks available. Speak to our functions coordinator that can advise you about cocktails to go with your colour theme.

Drinks R15 - R40

- MARTINI BUFFET
- CASH BAR
- COCKTAILS
- CHAMPAGNE
- NON ALCOHOLIC



SNACKS

R50 PER PLATTER

Snack Platters

- Southern fried chicken strips with lemon mayo Biltong and cheese spring rolls
 Rolled wraps with smoked salmon cream cheese chives and dill
 Mini beef samousas
 Potato cheese tots
- Oxtail phyllo fingers with red wine jui
 Mini chicken pies
 Rolled wraps with biltong powder,cream
 cheese,cheddar and greens
 Mini cheese griller corn dogs
 Mini maize fritters stuffed with cheese crumbed
 and deep fried
- Smoked gammon phyllo fingers with sweet mustard Southern fried beef strips Halloumi skewers
 Mini corn and cheese breads
 Potato tots

Lamb and mint pies Tempura prawns Brochettas with smoked chicken and red onion Rolled wraps with asparagus smoked ham and mustard cream cheese Mini corn dogs

Add ons

- Salmon avo sushi rolls with Japanese mayo and caviar, jaapeno poppers, wrolled thinly sliced fillet steak rolls with red onion marmalade, venesion and bacon pies, prawn avo sushi rolls + R10
- Mixed Breads platter or crudite (radish skewers,-cucumber,carrot,celery,red cabbage) with dip Tomato relish, pea and mint, biltong mouse, tatzikki, houmus, blue cheese and bacon bits + R50

CORPORATE FUNCTIONS MENU

We have a selection of exceptional menus all made freshly onsite, not only a feast for the tongue but also the eyes.

Specialized menu's on request

HALAAL OPTIONS:

(Please note - we do have Halaal options but are not strictly Halaal. For the strictly Halaal, food will have to be ordered in and may differ in price from the original per person quote)

Option 1 R250 pp

- 1 Starter
- 1 Red meat
- 1 White meat
- 2 Starches
- 2 Vegetables
 Salad bar or 2
 other salads
- 2 Desserts

Option 2 R300 pp

- 1 Starter
- 1 Red meat
- 2 White meat
- 2 Starches
- 2 Vegetables Salad bar or 2 other salads
- 2 Desserts

Option 3 R350 pp

- 1 Starter
- 2 Red meat
- 1 White meat
- 2 Starches
- 2 Vegetables
- Salad bar or 3 other salads
- 3 Desserts

Option 4 R400 pp

- 1 Starter
- 2 Red meat
- 2 White meat
- 2 Starches
- 2 VegetablesSalad bar or 3
- other salads
- 3 Desserts

STARTERS

Meat starters

- OXTAIL PHYLLO FINGERS

 Fall off the bone oxtail, wrapped in phyllo pastry and served with a red wine reduction
- BEEF AND POTATO CURRY PUFFS

 Deep fried beef and potato balls served with a creamy sweet chili dipping sauce
- BEEF AND RED ONION MARMALADE BROCHETTE

Succulent roast beef rolled and presented upon a brochette with cream cheese, roquette leave and red onion marmalade

- BILTONG AND CAMEMBERT CROSTINI
 Sliced brochette, toasted and topped with sour cream, layered with camembert cheese and topped with caramelized onion
- ROLLED TORTILLA SUSHI
 Rolled wraps with powdered biltong. Cream cheese, spring onion, cheddar cheese and bacon bits



LAMB MEATBALLS

Feta and olive lamb meatballs served with roasted baby tomatoes and crunchy potatoes

EISBEIN PHYLLO FINGERS

Smoked icebine phyllo fingers with a sweet mustard dipping sauce

STARTERS

Bread starters

TRIO OF PATÉ'S
Chicken liver pâté, red onion and mushroom
pâté, cheddar and pepperdew spread served
with melba toast and freshly baked bread rolls

CHEESE PLATE
Small cheese plate served with grapes, strawberries, biscuits, mixed nuts and a sundried tomato and olive salsa

MINI QUICHE

Cheese, red onion and mushroom quiche served with a dollop of cream cheese and sweet chili sauce

PEA AND HALLOUMI FRITTERS

Deep fried pea and halloumi fritters served with a baby tomato and basil salsa





Fish starters

TEMPURA PRAWN

Battered oven baked prawn skewers with pineapple salsa and sweet chili sauce

SALMON FISH CAKES

Salmon fish cakes, served with fresh lemon and a dill and caper sauce

Poultry starters

MINI ENCHALADA

Mini chicken enchilada with chicken, cheese and beans, served with guacamole and sour

CHICKEN PHYLLO BASKETS

Chicken, leek and mushroom phyllo basket served with a small salad

CHICKEN STRIPS

Southern fried chicken strips with lemon mayo



MAIN COURSE

Red meat

ROAST BEEF

Succulent slow roasted beef served with a red onion and mixed pepper jus

DEBONED LEG OF LAMBWhole roasted deboned leg of lamb served with a special homemade jus

OXTAIL

Fall off the bone red wine oxtail in a sweet and sour red wine sauce

BEEF FILLET

Whole seared and roasted beef fillet served with a mushroom- or monkey gland sauce

LAMB CURRY

Flavorful Indian lamb curry with coconut milk

TRADITIONAL BOBOTIE

Traditional bobotie with raisins and caramelized onions

NEVRON OF LAMBWhole seared lamb shanks served in a creamy tomato sauce



BEEF STROGANOFF

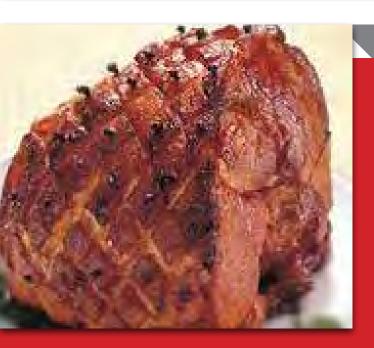
Traditional beef stroganoff with mixed peppers and red onions

LAMB SHANK AND RIB STEW

Succulent lamb shanks and ribs served with dumplings and potatoes

BEEF SIRLOIN

Whole seared and roasted sirloin, thinly sliced and served with a mushroom or monkey gland



PRAWN CURRY

Flavorful prawn curry with mixed peppers and coconut milk

BBQ CHICKEN

Chicken leg quarters slowly roasted in a BBQ sauce

SOUTHERN FRIED CHICKEN

Southern fried "Kentucky-style chicken thighs and drumsticks

White meat

SMOKED GAMMON

Smoked gammon with our famous honey and mustard sauce with glazed cherries and pineapple rings

ROAST CHICKEN

Chicken portions roasted with pepperdews and sweet and sour sauce

CHICKEN PIE

Traditional chicken pie, with leeks, mushrooms and a cream based sauce

CHICKEN A' LA KING

Butter roasted whole chicken with baby marrows and yellow patti pans

BATTERED HAKE FILLETS

Battered hake fillet, deep fried and served with a lemon butter sauce and fresh Italian parsley

SEAFOOD PAELLA

Creamy seafood paella with prawns, calamari, crab sticks, mussels and line fish with assorted vegetables

SWEET AND SOUR PORK

Battered pork strips, served with pineapple and a sweet and sour sauce

STUFFED CHICKEN BREAST

Chicken breast poached, and stuffed with cottage cheese and pepperdews

MAIN COURSE

Starch

- JASMINE RICE
- SAVOURY WHITE RICE
- YELLOW RICE WITH RAISINS
- BROWN RICE WITH RED AND GREEN LENTILS
- COUS-COUS
- FRENCH FRIES
- SKIN-ON POTATO WEDGES
- BAKED POTATO WITH FRESH PARSLEY AND CREAM CHEESE
- DAUPHINOISE POTATO BAKE WITH BACON, MUSHROOMS, GARLIC AND GOUDA
- LEMON BUTTER AND GARLIC BABY POTATOES



- PAP AND TOMATO GRAVY
- PAPTERT WITH TOMATO GRAVY, BACON AND CHEDDAR CHEESE



SPAGHETTI BOLOGNAISE

Perfectly al denté cappellini layered with bolognaise mince and topped with parmesan cheese

Pasta (as a white meat option)

BEEF LASAGNA

Traditional beef lasagna layered with a creamy béchamel sauce and meat sauce

TUNA LASAGNA

Shredded tuna between layers of creamy béchamel sauce and egg plant

VEGETABLE LASAGNA (V)

Thinly sliced vegetables layered with creamy béchamel sauce and tomato gravy with truffle oil and parmesan

SPAGHETTI AND MEAT BALLS

Traditional spaghetti and meat balls with a tomato and basil sauce

SPAGHETTI BOLOGNAISE

Perfectly al denté cappellini layered with bolognaise mince and topped with parmesan cheese

VEGETABLES

Green vegetables

- **GREEN BEANS**
 - Green beans with butter, garlic, sautéed mushrooms and cherry tomatoes
- TRADITIONAL GREEN BEANS

With potatoes and onions

GOURMET GREEN BEANS
Oven roasted in lamb fat with red onions and black pepper

BROCOLLI BAKEWith blue cheese béchamel

BROCOLLI TART

With ham and a béchamel sauce and a layer of gouda cheese



CREAMED SPINACH

With bacon and feta and cheese sauce

TRADITIONAL SPINACH

With potatoes and onions

BRUSSELSPROUTS

Served with a cheddar cheese sauce with pancetta



CUSTARD CARROTS

Sweet baby custard carrots

SWEET POTATO

Traditional sweet potato infused with vanilla, sprinkled with nuts and golden

SWEET POTATO PIE

With caramel sauce

Yellow vegetables

MASHED BUTTERNUT

Traditional mashed butternut infused with vanilla

PUMPKIN PIE

Served with a caramel sauce and golden crisp pastry

PUMPKIN FRITTER

With a caramel sauce

PUMPKIN ROULLADE

With cinnamon and apricot jam

ROAST BUTTERNUT

With brown onion soup

CORN ON THE COBB

Served Mexican style

BABY CARROTS

With citrus and honey

Mixed vegetables

OVEN ROAST VEG

With baby marrow, patti pans, tomato and mushroom with veggie seasoning

ORIENTAL STIR-FRY

With julienne carrots, mushrooms, mixed peppers, red onion, bean sprout, bamboo shoots, water chestnuts, bok choy, cashew nuts and an oyster sauce

RATATOUILLE

With aubergine, baby marrows and tomatoes

ASIAN STIRFRYWith baby corn and whole jacket peas



- MEDITERRANEAN VEG With mangetout peas
- **COUNTRY VEG** With cheese béchamel

SALADS

Salad bar

- BABY LEAVES AND SALAD HERBS
- COCKTAIL TOMATOES HALVED
- ENGLISH CUCUMBER SLICES
- FETA CHEESE CUBES
- GREEN STUFFED OLIVES
- BLACK CALAMATTA OLIVES
- MIXED PEPPERS
- RED ONIONS
- HOME-MADE SALAD DRESSING
- OLIVE OIL
- BALSAMIC VINEGAR





CURRIED POTATO SALAD With celery, cilantro and scallions

- CRUNCHY COLESLAW
 With scallions, green apple and crispy bacon
- POACHED PEAR SALAD
 With pickled mushrooms, red onion, gorgonzola, roasted almond and a white balsamic vinaigrette

Salad selection

- CHAKALAKA SALAD
 With carrots and baked beans
- PENNE SALAD
 With baby tomatoes and corn
- TRADITIONAL BEETROOT
 With vinaigrette
- BEET SALAD
 With green apples
- BEETROOT AND BLUE CHEESE SALAD
 With sweet and sour dressing
- TRADITIONAL CARROT SALAD
 With pineapple and orange juice
- TOMATO AND PEACH SALAD
 With cream cheese, mozzarella and cranberry vinaigrette
- PENNE CAPRESÉ SALAD

 With tomato, mozzarella and basil pesto

DESSERTS

Hot desserts

- MILO MALVA PUDDING
 Served with vanilla custard
- TRADITIONAL MALVA PUDDING
 Served with Vanilla custard
- APPLE CRUMBLE
 Served with chantilly cream
- CAPE BRANDY PUDDING
 Served with ice cream
- BANANA PUDDING PIE
 Served with caramel
- MEXICAN CHOCOLATE PUDDING
 Served with vanilla ice cream
- PRALINE PULL APART
 Served with vanilla custard



- STICKY TOFFEE PUDDING
 Served with vanilla ice cream
- UPSIDE DOWN PINEAPPLE CAKE
 Served with vanilla custard



SUMMER BERRY TRIFLE
Layered cookies crumbs, cream and
strawberry syrups topped off with fresh
berries

Cold desserts

- RED VELVET BROWNIES
 With cream cheese frosting
- LEMON AND ALMOND TARTLETS
 Served with chantilly cream
- BANANA AND COFFEE UPSIDE DOWN CAKE
 Served with chocolate sauce
- **DOUBLE CHOCOLATE BROWNIES**Served with chocolate spread and almonds
- CHOCOLATE MOUSSE
 Served in edible chocolate cups
- FRUIT SALAD
 Served with vanilla ice cream
- ASSORTED CHEESE CAKE
 Strawberry, granadilla and lemon cheese cake
- BAR ONE CAKE
 Served with chocolate ganache
- BLACK FORREST CAKE
 Served with black cherries and chantilly cream

Specialized menu's on request

HALAAL OPTIONS:

(Please note - we do have Halaal options but are not strictly Halaal. For the strictly Halaal, food will have to be ordered in and may differ in price from the original per person quote)

CONFERENCE

Full Conference Menu



Monday

08h00 A selection of sweet breads, including banana bread, carrot bread and strawberry bread served with home-made marmalade.

10h00 A selection of canapés and bruschetta's with chicken mayo, cucumber and cream cheese, tomato salsa and red onion marmalade

12h30 Lunch
Chicken gordon bleu
Daupinoise potato with parmesan and garlic.
Stuffed zucchini with a creamy cheese and tomato salsa. Roasted pumpkin, with garlic, sweet potatoes and cherry tomatoes.
Traditional greek salad with home-made vinaigrette. Capris' salad with fresh basil and a balsamic reduction.

Broken glass jelly squares with strawberry coulis and lemon zest.

15h00 From the oven shortbread and biscotti with a selection of tartlets including peppermint crisp tart, milk tart and chocolate ganache tarts.

Tuesday

08h00 A selection of sweet breads, including banana bread, carrot bread and strawberry bread served with home-made marmalade.

10h00 A selection of canapés and bruschetta's with chicken mayo, cucumber and cream cheese, tomato salsa and red onion marmalade.

12h30 Lunch
Classic stroganoff with mushrooms
and cream. Tagliatelle pasta with
butter and parmesan. Ratatouille
vegetables. Pumpkin pie with caramel
sauce. Traditional greek salad with
home-made herb vinaigrette.
Pesto pasta salad with fresh herbs and parmesan

Marshmallow brownies with chocolate syrup.

15h00 From the oven shortbread and biscotti with a selection of tartlets including peppermint crisp tart, milk tart and chocolate ganache tarts.



Full Conference Menu



Wednesday

08h00 A selection of sweet breads, including banana bread, carrot bread and strawberry bread served with home-made marmalade.

10h00 A selection of canapés and bruschetta's with chicken mayo, cucumber and cream cheese, tomato salsa and red onion marmalade.

12h30 Lunch
Lamb curry with coconut milk and fresh
coriander. Yellow rice with raisins. Sweet
orange glazed baby carrots. Sweet and sour
mushroom stir-fry. Traditional greek salad
with home-made herb vinaigrette.

Baby potato salad with fresh herbs and a <u>creamy mayo-dressing</u>.

Chocolate mousse cups with fresh strawberries.

15h00 From the oven shortbread and biscotti with a selection of tartlets including peppermint crisp tart, milk tart and chocolate ganache tarts.

Thursday

08h00 A selection of sweet breads, including banana bread, carrot bread and strawberry bread served with home-made marmalade.

10h00 A selection of canapés and bruschetta's with chicken mayo, cucumber and cream cheese, tomato salsa and red onion marmalade.

12h30 Lunch

Cajun and creamed spinach stuffed chicken fillets with a herb pesto béchamel. Garlic and herb baby potatoes in a cream sauce. Broccoli and cauliflower with a three-cheese sauce. Glazed carrot with brussel sprouts. Traditional greek salad with home-made herb vinaigrette.

Tropical salad with strawberries, naartjies and rouquette leaves. Summer berry trifle.

15h00 From the oven shortbread and biscotti with a selection of tartlets including peppermint crisp tart, milk tart and chocolate ganache tarts.



Full Conference Menu



Friday

08h00 A selection of sweet breads, including banana bread, carrot bread and strawberry bread served with home-made marmalade.

10h00 A selection of canapés and bruschetta's with chicken mayo, cucumber and cream cheese, tomato salsa and red onion marmalade.

12h30 Lunch

Spicy seafood curry with coconut milk. Basmati rice. Roast country vegetable with sesame seeds and sweet and sour sauce. Roast sweet potato with cinnamon, ginger and honey served with orange slices. A traditional greek salad with home-made herb vinaigrette. Grilled peach and avocado salad served with a sweet honey dressing.

Traditional milktart generously sprinkled with cinnamon.

15h00 From the oven shortbread and biscotti with a selection of tartlets including peppermint crisp tart, milk tart and chocolate ganache tarts.

Saturday

08h00 Homemade muffins with jam, cheese and cream.

10h00 Cupcake selection with Chantilly cream

12h30 Lunch

Roast deboned leg of lamb with home-made gravy. Brown rice with sundried tomato. Whole corn on the cobb. Mashed butternut infused with vanilla. Traditional greek salad served with home-made herb vinaigrette. Tomato and peach salad with mozzarella.

Sticky toffee pudding served with ice cream.

15h00 Frome the oven homemade cookies and biscuits

Full Conference Menu



Sunday

08h00 Homemade muffins with jam, cheese and cream

10h00 Cupcake selection with Chantilly cream

12h30 Lunch

Beef Lasagne. Roast potatoes with creamy herb sauce. Ratatouille vegetables in a tomato base sauce. Pumpkin fritters in caramel sauce. Traditional greek salad served with home-made herb vinaigrette. Potato salad with chives and ground black pepper dressing.

Seasonal fruit salad served with ice cream and honey.

15h00 From the oven homemade cookies and biscuits

ACCOMODATION

Basotho Village

We offer luxurious accommodation for the entire team. The Basotho Village offers accommodation for up to 72 guests and offers world-class facilities.



All prices include bed and breakfast	Price (incl. VAT)
Family Room (Sleeps 2 Adults + 2 children) Double bed + single Bunk beds	R1 490
Luxury Suite (Sleeps 2 adults) Double bed or 2 single beds	R1 090
Luxury Suite (Single person) single beds	R990
Children < 4 Children < 12	Free R150



Honeymoon Suites

Two luxurious suites built with stone, each with their own veranda, a double shower, king size bed and breathtaking views. These units are separate and in a private setting where you can enjoy a magnificent Free State sunset over a glass of sparkling wine.



include bed & breakfast for 2ppl Price (incl. VAT)

HONEYMOON SUITE

R1 790

Bush Camp

Experiene Emoya Estate at its best... Private house boasting 5 Double rooms or accommodation for 18 single beds, this bush break away offers a once in a lifetime experience while listening to the roar of our lions. Ideal for groups attending your wedding and bachelor & bachelorette parties leading to your big day...

Price on request



African Village

For a unique accommodation experience in Bloemfontein.

Accommodates up to 52 guests. Our African village is completely safe and child friendly. This is an experience you will never forget.



Breakfast optional @ R110.00	Price (incl. VAT)
1 Person	R550
2 People	R 650
3 or 4 people	R 950

*prices are subject to change without notice. Prices for travel agencies may differ.



ACTIVITIES



For all your teambuilding requirements.

Game Driving	Mulligan's Driving Range 8 Put-Put	Emoya Spa
Tel: +27 (0) 51 436 8471 Email: info@emoya.co.za	Contact Sune Tel: +27 (0) 76 616 1195 sune.dp85@gmail.com	Tel: +27 (0) 51 436 8471 Email: spa@emoya.co.za www.emoyaspa.co.za
		EMOXA
Cheetah Experience	Shebeen	Oopvuur Braai Restaurant
Tel: +27 (0) 51 436 8471 Email: info@emoya.co.za	Tel: +27 (0) 51 436 8471 Email:functions3@emoya.co.za	Contact Sune Tel: +27 (0) 76 616 1195 sune.dp85@gmail.com
		BRAAIHOUSE OOPVUUR

INSTRUCTIONS

After carefully reading through the entire brochure and ticking all the preferred boxes follow these steps:

- 1. Scan document
- 2. Mail document
- 3. Recieve a formal quote

NAME OF GUEST	COMPANY DETAILS
DATE OF FUNCTION	TYPE OF FUNCTION
MOBILE/OFFICE NUMBER	EMAIL

TERMS & CONDITIONS

- Quotations are only valid for 7 days.
- Venues will not be reserved if signed confirmation and deposit is not received within 7 days after quotation has been sent from Emoya.
- CONFIRMATION AND PAYMENT PROCEDURE
- 3.1. This booking needs to be confirmed within the date period as stipulated above in order to ensure a successful function.
- 3.2. Once the correct and amended quotation has been signed and the documents have been received, the 70% deposit stipulated on the final quotation will be due. The remaining 30 % (including the estimation of the bar bill) is also payable 2 weeks prior to the function.
- 3.3. The final number of guests must be confirmed 2 weeks prior to the event. This number will be final and no discount will be given if less delegates/guests attend.
- 3.4. A deposit slip of electronic transmission advice needs to be returned as proof of payment for the attention of the Banqueting Manager, clearly stating the date of the function and BKG number as reference.
- 3.5. Please note that prices are subject to change.
- CANCELLATION POLICY
- 4.1. Once the quotation or invoice has been signed by the client, this agreement becomes binding and should the client thereafter for any reason whatsoever, wish to cancel or postpone all or any part of the booking the client shall only be entitled to do so, subject to the following: 4.2. CANCELLATION FEES APPLICABLE:

Between 60 days 50%

75% Between 30 days

Within 14 days 100%

- 5. The Banqueting department should receive a detailed program of events for the function no later than 2 weeks prior to arrival.
- All rates are quoted in South African Rand.
- Inclusive of VAT at 14% for South African properties.
- 8. All extras and activities are not included.
- Emoya Luxury Hotel and Spa, Management and staff do not accept liability for equipment, conference material or personal belongings brought onto the property and left behind after a conference or function.
- All private décor or that of suppliers must be removed before 10h00 the following day. We take no responsibility for any loss after this time period.
- We will not be held responsible for any loss or damage of private property, personal belongings and equipment or décor pieces belonging to suppliers.
- Functions end at 24:00 (an additional fee of R1000.00 per hour afterwards).
- 13. All Guests must adhere to the rules and regulations of Emoya Estate.
- The client will be held responsible for breakages during the set-up, duration and break down of a function.