

CONFERENCE PACKAGES

2022

FULL & HALF DAY CONFERENCE PACKAGE INCLUDING LUNCH AND REFRESHMENTS		
FULL DAY	PRICE	DESCRIPTION
Full Day	R 425.00pp	Arrival : Coffee, Tea, Juice and Refreshment (please select 1x option) <ul style="list-style-type: none"> ❖ Honeyed Muesli, Yoghurt and Fruit Compote breakfast cups ❖ Selection of Danishes ❖ Mini Cheese, Tomato & Basil Pesto Croissants ❖ Selection of Homebaked Biscuits and Rusks
Half Day	R 350.00pp	Mid-Morning : Coffee, Tea, Juice and Refreshment (please select 1x option) <ul style="list-style-type: none"> ❖ Selection of Sweet and Savoury Muffins ❖ Selection of Savoury Snacks (4 items chef's choice) ❖ Seasonal Fruit Platters or Kebabs ❖ Selection of Sandwiches / Crostini Sandwiches Lunch : Two-Course Lunch – Main and Dessert Course (select from the menu provided) : Finger Snack Lunch – 8 items snack menu (select from the menu provided) Coffee, Tea, Juice incl with Lunch service Mid-Afternoon : Coffee, Tea, Juice and selection of Sweet Snacks
FULL & HALF DAY CONFERENCE PACKAGE EXCLUDING LUNCH		
FULL-DAY	PRICE	DESCRIPTION
Full Day	R 275.00pp	Arrival : Coffee, Tea, Juice and Refreshment (please select 1x option) <ul style="list-style-type: none"> ❖ Honeyed Muesli, Yoghurt and Fruit Compote breakfast cups ❖ Selection of Danishes ❖ Mini Cheese, Tomato & Basil Pesto Croissants ❖ Selection of Homebaked Biscuits and Rusks
Half Day	R 200.00pp	Mid-Morning : Coffee, Tea, Juice and Refreshment (please select 1x option) <ul style="list-style-type: none"> ❖ Selection of Sweet and Savoury Muffins ❖ Selection of Savoury Snacks (4 items chef's choice) ❖ Seasonal Fruit Platters or Kebabs ❖ Selection of Sandwiches / Crostini Sandwiches Mid-Afternoon : Coffee, Tea, Juice and selection of Sweet Snacks

CONFERENCE ROOM PER HOUR RATES (EXCLUDES CATERING) MAX 3 HOURS	PRICE / COST	
SINGLE ROOM (BRAVO / VOILA / INDABA) CONFERENCE HIRE PER HOUR	R	2000.00
MULTI-ROOM CONFERENCE HIRE PER HOUR	R	2500.00

All rates include Venue fee charges. All conference venues to include:

- Mineral Sparkling and Still Water
- Mints
- Folders, papers and pens for delegates
- Sanitiser hand wipes for delegates
- AV equipment (screen, projector, audio, flipchart stand, paper and markers, whiteboard and markers)

OPERATIONAL HOURS

2022

Monday – Thursdays

- Full Day
- Half Day

08h00 – 16h30

08h00 – 12h30 / 12h00 – 16h30

Fridays

08h00 – 14h00 / 08h00 – 16h00 for FDC

Saturdays

Per request and additional charges may apply

Sundays

Per request and additional charges may apply

Public Holidays

Closed

ADDITIONAL RATES

2022

ENCORE RESTAURANT AND CONFERENCE CENTRE WILL BE OPEN FROM 07:30 AM UNTIL 16:30 PM

THE VENUE WILL BE AVAILABLE TO THE CLIENT FROM 07:30 AM ONLY FOR ANY ADDITIONAL SET UP REQUIRED FOR THE SPECIFIC CONFERENCE. ALL CONFERENCES TO END STRICTLY BY 16:30 PM AS THE CONFERENCE CENTRE AND RESTAURANT MUST BE EVACUATED BY 17:00 PM.

PLEASE NOTE THAT AN **ADDITIONAL VENUE HIRE FEE OF R 1000.00 PER HOUR** OR ANY PART THEREOF WILL BE CHARGED FOR CONFERENCE VENUE USAGE AND RESTAURANT USAGE SHOULD THE CLIENT REQUEST THE **VENUE BEFORE OR AFTER THE ORIGINAL BOOKING HOURS STIPULATED OR AS PER THE ORIGINAL OPERATIONAL HOURS OF THE ESTABLISHMENT.**

CATERING HOURS WILL **STRICTLY START AT 08:00 AM.**

BREAKFAST WILL BE SERVED FROM 08:00 AM – 11:00 AM AND LUNCH FROM 12:00 PM – 15:00 PM.

ALL EXTRA CHARGES AND AMOUNTS WILL BE CONFIRMED BY THE BANQUETING CLERK BASED ON THE SPECIFIED BOOKING REQUIREMENTS BY THE CLIENT.