



WELCOME TO SANTA PALOMA GUEST FARM AND ECO – CENTRE

“THE MILKSHED”



Over the last few years, Santa Paloma Guest Farm has grown and earned, through class service and a high level of professionalism, an outstanding reputation as a wedding, function and education venue.

Please find attached our package together with pricing. Our venue facilities are very flexible so please feel free to ask us should you have any special requests.

We look forward to assisting you in hosting the OUTDOOR EXPERIENCE!

Santa Paloma Guest Farm
Management

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SANTA PALOMA GUEST FARM
“THE MILKSHED”



THE FOLLOWING ARE INCLUDED IN OUR HALFDAY FUNCTION PACKAGE

Time allowed : 08h00 – 12h00 / 13h00 – 17h00

Off season : R2500 up to 100 people.

Long weekends and festive season (December): R4000 up to a maximum of 100 people.

The venue is closed for functions between 15 December – 15 January.

A PRIVATE VENUE	We ensure that there will be no other function at the venue during your function.
CATERING	Our kitchen staff will prepare a delicious meal for you
FUNCTION MANAGER	On duty for the entire duration of function
SETTING UP and CLEARING	R20 per person fee will be charged for set up and break down of any decor
CLEANING THE VENUE	We will clean the venue before and after you function.
TABLES AND LINEN	We will supply 8 seater trestle tables for your guests All with light/dark brown table cloths.
CHAIRS	Plastic chairs will be supplied
GLASSWARE & CROCKERY	Glasses come standard with cutlery and white/enamel crockery. Champagne glasses can be arranged if we purchase the champagne for you.
FULL BAR FACILITIES	We offer a cash bar that can be personalized according to your needs.
BARMEN & WAITRONS	We offer 1 barmen and 1 waiter for every 50 people.
BATHROOM ATTENDANTS	The bathroom attendants make sure that the facilities are always clean and tidy for your guests. We also supply toilet paper and soap
BEAUTIFUL NATURE	This can be used for photographs
PARKING	There is enough parking for your guests and they don't have to walk far

NOT INCLUDED in venue hire

CAKE	FLOWERS	DRAPING	CANAPES	WELCOMING DRINKS	VIDEOGRAPHER
	SET UP		PHOTOGRAPHER	PRIEST/MINISTER VIDEO	ORGANIST/MUSICIAN
	MUSIC/DJ	AUDIO VISUAL EQUIPMENT		DECOR	CHAIR COVERS

SANTA PALOMA GUEST FARM EVENING PACKAGE PRICES



(The price quoted below are per person and include VAT)
Other meal options are also available e.g. 3 course / spit / braai – please enquire

R100

Build a burger

PATTIES (choose 1 of the following)

- Beef patty
- Chicken patty
- Vegetarian patty

TOPPINGS (Choose 7 of the following)

- Lettuce
- Cheese
- Tomato
- Fried onion
- Red onion
- Jelepenos
- Cucumber
- Gherkin
- Guacamoli (seasonal)

SAUCES (Choose 2 of the following)

- Mushroom sauce
- Pepper sauce
- Cheese sauce
- Garlic sauce
- Blue cheese sauce
- Burger relish
- Mayo

SIDE (choose 1 of the following)

- Potato wedges
- Potato salad

DESSERT (Choose 1 of the following)

- Ice cream and chocolate sauce
- Chocolate mousse served with whipped cream

1. RESERVATIONS WILL ONLY BE CONFIRMED UPON RECEIPT OF A 50% NON REFUNDABLE DEPOSIT WHICH IS REQUIRED 6 MONTHS PRIOR TO THE PROVISIONAL BOOKING DATE. ONCE A CONFIRMATION DATE EXPIRES, THE PROVISIONAL BOOKING WILL AUTOMATICALLY BE RELEASED.
2. CANCELLATION POLICY
 - 2.1 80% OF THE DEPOSIT WILL BE REFUNDED IF YOU CANCEL 5 MONTHS OR LONGER BEFORE THE BOOKED DATE
 - 2.2 60% OF THE DEPOSIT WILL BE REFUNDED IF YOU CANCEL 4 MONTHS BEFORE THE BOOKED DATE
 - 2.3 40% OF THE DEPOSIT WILL BE REFUNDED IF YOU CANCEL 3 MONTHS BEFORE THE BOOKED DATE
 - 2.4 20% OF THE DEPOSIT WILL BE REFUNDED IF YOU CANCEL 2 MONTHS BEFORE THE BOOKED DATE
3. DEPOSITS ARE TO SECURE THE DATE
4. ALL ACCOUNTS ARE TO BE SETTLED IN FULL SEVEN (7) DAYS BEFORE THE FUNCTION. ANY OUTSTANDING AMOUNT ON THE ACCOUNT AND THE BAR TAB MUST BE SETTLED ON THE DAY OF THE FUNCTION BEFORE THE FUNCTION STARTS.
5. WE RESERVE THE RIGHT TO KEEP YOU RESPONSIBLE FOR ANY BREAKAGES AND THIS SHOULD BE PAID WITHIN SEVEN (7) DAYS AFTER THE FUNCTION.
6. ALL PRICES QUOTED ARE SUBJECT TO CHANGE, PROVIDED THAT THE CLIENT IS INFORMED OF SUCH CHANGES ATLEAST THIRTY (30) DAYS PRIOR TO THE RESERVED BOOKING.
7. THE CLIENT WILL NOTIFY SANTA PALOMA GUEST FARM NOT LESS THAN SEVEN (7) DAYS PRIOR TO THE FUNCTION OF THE CONFIRMED NUMBER OF GUESTS THAT WILL BE ATTENDING INCLUDING THE PHOTOGRAPHER, DJ ETC. THIS WILL BE THE NUMBER USED TO FINALISE YOUR CATERING ARRANGEMENTS AND PAY THE BALANCE OF YOUR ACCOUNT.
8. IF MORE GUESTS THAN THE ORIGINAL AMOUNT AGREED ON AND PAID FOR ARRIVE, THE CLIENT WILL BE CHARGED THE SAME “PER HEAD RATE” AS THE REST OF THE GUESTS PER EXTRA GUEST.
9. A MAXIMUM OF 100 GUESTS WILL BE ALLOWED AT THE VENUE PER FUNCTION. MANAGEMENT RESERVES THE RIGHT TO CLOSE THE GATES AND RESTRICT FURTHER ENTRY SHOULD THIS AMOUNT BE EXCEEDED. RIGHT OF ADMISSION RESERVED AT ALL TIMES.
10. THE COMPANY RESERVES THE RIGHT TO CANCEL ANY BOOKING FORTHWITH AND WITHOUT LIABILITY ON ITS PART IN THE EVENT OF ANY DAMAGE OR DESTRUCTION OF THE VENUE BY FIRE OR ANY OTHER CAUSE, ANY SHORTAGE OF LABOUR OR FOOD SUPPLIES, STRIKES, LOOKOUTS OR INDUSTRIAL UNFEST, OR ANY CAUSE BEYOND THE CONTROL OF THE COMPANY WHICH SHALL PREVENT IT FROM PERFORMING ITS OBLIGATIONS IN CONNECTION WITH ANY BOOKINGS IN ITS ESTABLISHMENT.
11. THE COMPANY DOES NOT ACCEPT LIABILITY FOR LOSS OR DAMAGE TO ANY ITEM OR PROPERTY OF CUSTOMERS HOWSOEVER SUCH LOSS OR DAMAGE MAY OCCUR.
12. THE COMPANY DOES NOT ACCEPT LIABILITY FOR INJURY TO YOU OR YOUR GUESTS ON THE PREMISSES DUE TO NEGLIGENCE, OVER-INDULGENCE OR ANY OTHER CAUSE.
13. NO ALCOHOL OR BEVERAGES MAY BE BROUGHT ONTO THE COMPANY PREMISES FOR CONSUMPTION.
14. SANTA PALOMA GUEST FARM RESERVES THE RIGHT TO CHARGE A CORKAGE FEE SHOULD IT BE AGREED THAT CLIENT WILL SUPPLY THEIR OWN WINE AND OR CHAMPAGNE.
15. UNLESS PRIOR ARRANGEMENT THE SETTING UP OF THE VENUE CAN TAKE PLACE ON THE DAY BEFORE THE FUNCTION.
16. IN THE UNLIKELY EVENT OF THERE BEING A BREACH OF THIS CONTRACT, REQUIRING LEGAL INTERVENTION, THE PARTY IN BREACH WILL PAY THE ATTORNEY CLIENT FEES ASSOCIATED WITH THIS INTERVENTION.

PLEASE NOTE

SANTA PALOMA GUEST FARM HAVE DRAWN ON YEARS OF EXPERIENCE IN THE FUNCTION INDUSTRY TO DEVISE THE ABOVE CONDITIONS TO SAFE-GUARD BOTH YOURSELVES, OUR VALUED CLIENT, AND OURSELVES AND GUARANTEES THAT YOU RECEIVE AN BEXCELLENT STANDARD OF SERVICE.WE LOOK FORWARD TO ENSURING THAT YOU HOST AN OUTSTANDING FUNCTION AND IF YOU NEED ANY ASSISTANCE WHATSOEVER, PLEASE DO NOT HESITATE TO CONTACT

US



DIRECTIONS

Travelling on the N2 from Mthatha to Port Elizabeth, take the Amailinda turnoff, at Stop, turn right over the N2, at next Stop, turn left into Voortrekker Road, 1km further turn right into Thornycroft Road, follow signs.

