



SERENGETI ESTATES
FORGED BY NATURE

CONFERENCE INFORMATION

JULY – DECEMBER 2021

Dear Conference Organizer,

Thank you for your interest in hosting your Conference with us. Below please find a detailed explanation of the services offered by the Golf Club. Should you require any additional information or photos please do not hesitate to contact us.

Coordinator: Megan Gemmell
Telephone: 011 552 7200
Email Address: events@serengetiestates.co.za

FULL DAY CONFERENCE PACKAGE INCLUDING LUNCH

R590.00 per delegate (9 hours) / groups of 9 or less flat rate – R5040.00

- Welcome snack, tea/coffee and 3 options off our Menu
- Mid-morning tea/coffee and 3 options off our Menu
- Lunch
- Mid-afternoon tea/coffee and 3 options off our Menu
- 2 x bottles of water per person, cordials and mints
- Note pad and pen
- Venue Hire (No additional cost)
- 1 x data projector, screen and portable PA system

HALF DAY CONFERENCE INCLUDING LUNCH PACKAGE

R500.00 per delegate (5 hours) / groups of 9 or less flat rate – R4230.00

- Welcome snack, tea/coffee and 3 options off our Menu
- Mid-morning or mid-afternoon tea/coffee and 3 options off our Menu
- Lunch
- 2 x bottles of water per person, cordials and mints
- Note pad and pen
- Venue Hire (No additional cost)
- 1 x data projector, screen and portable PA system

HALF DAY CONFERENCE PACKAGE EXCLUDING LUNCH

R350.00 per delegate (5 hours) / groups of 9 or less flat rate – R2835.00

- Welcome snack, tea/coffee and 3 options off our Menu
- Mid-morning or mid-afternoon tea/coffee and 3 options off our Menu
- 2 x bottles of water per person, cordials and mints
- Note pad and pen
- Venue Hire (No additional cost)
- 1 x data projector, screen and portable PA system

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BREAK-AWAY ROOMS / STANDARD ROOM HIRE

VENUE	RATE
FOUNDER MEMBER LOUNGE	R2000.00
E18THEEN	R2000.00
EXECUTIVE BOARDROOM	R1000.00

REASONS TO HOST YOUR CONFERENCE AT SERENGETI ESTATES

- An experienced team of professionals are available to discuss your requirements in detail
- Dedicated coordinator allocated to your event from beginning to end
- Conference packages can be customised to suit your specific requirements
- As we believe in quality over quantity we are able to provide dedicated service throughout your event
- Air-conditioned venues
- Generator that automatically turns on within 1 minute
- Golf facilities available for your delegates to take a break and un-wind
- Golf team building available
- Multiple Restaurants on site

OVERTIME POLICY

- Full Day Conference is for a period of 9 hours from start to finish
- Half Day Conference is for a period of 5 hours from start to finish (Including Lunch)
- Additional hiring fees apply should the Conference exceed these hours

DIMENSIONS AND CAPACITY

VENUE	BANQUET	BANQUET (WITH DANCE FLOOR)	THEATRE	SCHOOLROOM	DIMENSIONS
E18THEEN	60	60	90	40	9m x 8m
FOUNDERS LOUNGE	VENUE SET-UP TO REMAIN AS IS - LOUNGE / BAR				10m x 10m
SERENGETI 1	40	20	75	16-32	10m x 8m
SERENGETI 2	80	70	150	36-72	20m x 8m
SERENGETI 1&2	120	110	225	56-112	30m x 8m
SERENGETI 2&3	120	110	225	56-112	30m x 8m
SERENGETI 3	40	20	75	16-32	10m x 8m
SERENGETI 1,2 & 3	200	160	300	80-200	40m x 8m

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1 Jack Nicklaus Drive,
Serengeti Golf and Wildlife
Estate, Kempton Park, 1619
011 552 7200
www.serengeti-estates.co.za



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VENUE GUIDELINES

- The Clubhouse does have a generator which will automatically turn on within 1 minute
- The conference venues are wheel chair friendly
- Nothing may be stuck to any wall, door or furniture – regardless of material used (sticky tape, prestik, etc.)
- All venues are non- smoking
- All venues are equipped with an aircon, in the event of mechanical failure fans will be provided

WAITER HIRE FEE

- Service fee is not charged for Day Conferences of groups of less than 50pax
- Waiters are charged per hour, 1 waiter for 15pax
- R50 per waiter per hour – please note that this is not a gratuity

STANDARD EQUIPMENT INCLUDED IN THE CONFERENCE PACKAGE

- Flip chart and 2 pens per chart, per venue
- 1 x data projector and screen
- Note pad and pen

ADDITIONAL EQUIPMENT HIRE/COSTS – TO BE ADVISED 72 HOURS PRIOR TO THE EVENT

Power leads, Multi plugs, Wireless microphone, Flip charts, Standard PA system, Technician on site, Pen and pad (R15.00 per set), Dance floor, Mints and cordials (R20.00 per person), DVD players and Copying/printing (R3.00 per page)

CATERING

Groups of 9 guests and less receive the pre-plated conference menu, allowing the guests to pre-order their lunch choice in the morning. Groups of 10pax and more receive the conference buffet menu in advance which consists of 5 different menus to choose from.

Tea break selections are decided by yourself prior to the conference to ensure your delegates receive what they prefer. Any menu can be customised to suit your requirements, surcharges may be applicable. Our Chef is on hand to assist. Strictly halaal and kosher can be ordered from our external supplier, please take note that 72 hours' notice is required

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CANCELLATION POLICY

Please note that Serengeti reserves the right to charge a cancellation fee, which will be calculated as a percentage of your function as follows:

- Notice before 121 days prior to the function – no cancellation fee
- Notice from 120 – 90 days prior – 30% of the total cost
- Notice within 89 – 30 days prior – 50% of the total cost
- Notice within 29 or fewer days prior – 100% of the total cost

Venue hire does not include waiter hourly rates

Waiter Hire fee is NOT a gratuity

All prices include VAT

All prices are subject to change; please refer to your quotation (valid for 7 days)

E & EO Reserved

COVID-19

- Masks are to be worn at all times
- Sanitisation points are situated at all entrances and exits
- Serengeti Golf Club reserves the right to adjust operating times, capacity's and facilities at any time based on the current Level and Regulations stipulated by the Government

YOUR PRIVACY IS IMPORTANT TO US

At Serengeti Estates, we have prepared for the introduction of the updated South African POPI Act that came into effect on Thursday 1 July 2021.

At Serengeti we are committed to ensuring the protection and security of your personal information and meeting our data protection obligations.

No action is required if you wish to remain on our mailing list to receive the following information:

- Upcoming events
- Promotional offers
- Latest news on the estate

However, should you want to stop receiving any messages please email reception@serengetiestates.co.za with the words 'Unsubscribe'

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