



## SERENGETI ESTATES FORGED BY NATURE

# PRIVATE EVENT INFORMATION

JANUARY TO JUNE 2022

Dear Private Event Organizer,

Thank you for your interest in hosting your Private Event with us. Below please find a detailed explanation of the services offered by Serengeti Estates. 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](mailto:events@serengetiestates.co.za)

### REASONS TO HOST YOUR PRIVATE EVENT 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
- Individual 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
- 4 Banqueting venues / 1 Executive Boardroom for 25 or less delegates
- Multiple Restaurants available on site for non-private Events
- State of the art audio visual equipment
- 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

### VENUE HIRE COSTS

- Venue Hire is charged at R75.00 per person and includes our standard white linen, cutlery and crockery. If you prefer chair covers, black linen or runners please kindly advise your coordinator for a quotation
- Members and Home Owners of Serengeti receive a 15% discount on venue hire
- All venues are available up until midnight. Last rounds are called as 23h00 and last song played at 23h30. Times are subject to the current Covid-19 Level, should we still have a curfew in place last rounds is called 2 hours prior to the start of the curfew.
- Please note that there is a penalty charge of R1000 per half an hour after midnight if guests remain in the venues

SERENGETI  
GOLF CLUB



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### SUPPLIERS

You are more than welcome to use a supplier of your choice. Our only limitations are when it comes to catering-all catering needs to be done in house by our chefs. This excludes wedding, birthday or baby shower cakes

### 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

### VENUE GUIDLINES

- The Clubhouse does have a generator which will automatically turn on within 1 minute
- The 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 charged at 1 waiter for every 15 guests and waiters are R50.00 per hour. Minimum charge of 6 hours
- Waiters are on hand from an hour before the event for briefing and to complete any last requirements and remain up to 1 hour after the event to assist in clearing the function/packing and loading cars, etc
- Please note that waiters are a set standard to ensure efficient service delivery. Waiter hire fee is not a gratuity

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### CATERING

We have a number of menus available to choose from. If there are different options that you like from our menus you are welcome to custom make your menu. Our Chef will gladly assist and re-cost according to your requirements. Alternatively with themed events our Chef is on hand to tailor make a menu specifically for you. We can cater for Halaal and Kosher delegates from external suppliers, 72 hours' notice is required

### BEVERAGES

- A cash or master account bar facility is available. Corkage is charged at R75.00 per bottle of wine/sparkling wine.
- With regret no other beverage may be brought in. We have a fully stocked local and international bar and will source for you should you require something specific. We have a full welcome drink list, please ask your coordinator for more information

### CASHLESS ENVIRONMENT

Please kindly note that we are a cashless environment.

### 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

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### 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 [marketing@serengetiestates.co.za](mailto:marketing@serengetiestates.co.za) with the words 'Unsubscribe'

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