



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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**“THE MILKSHED”
WEDDING PACKAGE**



THE FOLLOWING ARE INCLUDED IN OUR PACKAGES

Off season : R9500 up to 120 people for 8 hours

Long weekends and festive season (December): R12000 up to a maximum of 120 people for 8 hours

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 on the day of your wedding.
8 HOUR CLAUSE	The venue and bartenders are yours for 8 hours. Thereafter a R1000/hour will be charged.
WELCOMING CANAPES	a selection of savoury platters as well as a variety cheese and biscuits served with figs and olives can be served at an additional cost
DRAPING	side wall draping as well as a fairy light roof draping can be done at an additional cost
SET UP	Private ceremony and reception set up (the venue will be closed for viewing for anyone from Thursday 17h00)
CATERING	Our kitchen staff will prepare a delicious meal for you, either from our set menu or a meal chosen by you. (pricing on page 3,4 & 5)
FUNCTION MANAGER	On duty for the entire evening / duration of function
CLEANING THE VENUE	We will clean the venue before and after your function.
TABLES	We will supply 8 seater trestle tables for your guests, your bridal, cake, DJ and gift tables.
CHAIRS	Plastic chairs will be supplied
GLASSWARE & CROCKERY	Plates and cutlery come standard with any one of our menus. Side plates, steak knives and wine glasses can be arranged. Champagne glasses comes standard if champagne is supplied by us.
FULL BAR FACILITIES	We offer a CASH bar that can be personalized according to your needs.
BARMEN & WAITRONS	We offer 2 barmen and 2 waiters
BATHROOM ATTENDANTS	The bathroom attendants make sure that the facilities are always clean and tidy for your guests.
BEAUTIFUL NATURE	This can be used for photographs
PARKING	There is enough parking for your guests and they don't have to walk far.
PARKING ATTENDANTS	Our staff will make sure that your guests know where to park
HONEYMOON SUITE	The bride and groom sleep FREE the night of the wedding

NOT INCLUDED in venue hire : Additional draping and lighting, Cake, Flowers, Dress, Photographer, Minister, Videographer, DJ and equipment, Décor, Chair covers, napkins

SANTA PALOMA GUEST FARM WEDDING PACKAGE PRICES



STANDARD PACKAGE PRICES

(The prices quoted below are per person and include VAT)

BUFFET MENU

R170

STARTERS (Choose 1 of the following)

Chicken salad

Soup of the day served with fresh homemade bread

MAIN served with rice (Choose 2 of the following)

Beef Lasagne

Chicken pie

Roast Chicken

Roast Beef

SALADS (Choose 2 of the following)

Greek salad

Green salad

Beetroot salad

Noodle salad

VEGETABLES (Choose 2 of the following)

Spinach and feta

Mashed pumpkin with cinnamon

Mint peas

Cauliflower with white sauce

Gem squash filled with corn

Butter carrots

DESSERT (Choose 1 of the following)

Malva pudding served with custard

Ice cream and chocolate sauce

(served with tea and coffee)

BUFFET MENU

R200

STARTER (Choose 1 of the following)

Chicken salad

Soup of the day served with fresh homemade bread

MAIN (Choose 4 of the following)

Roast Beef

Roast Chicken

Beef Lasagne

Chicken pie

Rice

Potato

SALADS (Choose 2 of the following)

Greek Salad

Green Salad

Noodle Salad

Beetroot Salad

Potato salad

VEGETABLES (Choose 2 of the following)

Spinach and feta

Mashed pumpkin with cinnamon

Mint peas

Cauliflower with white sauce

Gem squash filled with corn

Butter carrots

DESSERT (Choose 1 of the following)

Fresh fruit salad served with ice cream

Chocolate mousse served with whipped cream

(served with tea and coffee)

BUFFET MENU

R230

STARTER (Choose 1 of the following)

Chicken salad

Soup of the day served with fresh homemade bread

Shrimp cocktail

MAIN (Choose 5 of the following)

Roast Beef

Roast Chicken

Roast Pork

Beef Lasagne

Chicken pie

Rice

Potato

SALADS (Choose 2 of the following)

Greek Salad

Green Salad

Noodle Salad

Beetroot Salad

Potato salad

Butternut salad

Broccoli and cauliflower salad

VEGETABLES (Choose 2 of the following)

Spinach and feta

Mashed pumpkin with cinnamon

Mint peas

Cauliflower with white sauce

Gem squash filled with corn

Butter carrots

DESSERT (Choose 1 of the following)

Pavlova with fruit served with a scoop of ice cream

Peppermint crisp tart

(served with tea and coffee)



RECOMMENDED SERVICE PROVIDERS

FLOWERS	Sarah May Floral art	083 225 5005
DECOR	Border cater hire Basics to bling	043 726 7892 076 513 6195
PHOTOGRAPHERS	Stephanie Norman Helen Nel Photography	060 508 0406 084 941 4071
VIDEOGRAPHY	Yellowfin films	082 327 3018
ACCOMMODATION	Santa Paloma Guest Farm	083 601 6488
DJ/MUSIC	Mike	082 746 5828
PROFESSIONAL MAKE UP AND NAIL TECHNICIAN	Serendipity body spa	071 896 1801
PROFESSIONAL HAIRDRESSER	Rock Paper Scissors hair salon	043 721 0704
DRESSMAKERS	Evette Olivier	072 229 7811
DRESS HIRING	Lady Marmalade Oh So Gorgeous dress hire	072 535 0010 078 602 9229

ALTHOUGH WE RECOMMEND THAT YOU USE THE ABOVE PEOPLE/COMPANIES, WE UNDERSTAND THAT YOU MIGHT HAVE FRIENDS OR FAMILY THAT OFFER THE SAME SERVICES AND WE DO NOT OBJECT TO YOU USING THEM. IF THERE ARE ANY OTHER SERVICES THAT YOU REQUIRE THAT ARE NOT ON THE ABOVE LIST, PLEASE LET US KNOW, WE WILL BE MORE THAN HAPPY TO HELP YOU LOCATE THEM.

SANTA PALOMA GUEST FARM MANAGEMENT TEAM

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 UNREST, 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 PREMISES 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.

