

TERMS & CONDITIONS

***Please initial each page 1, 2 & 3. Please sign on page 1. Section A point 10, And complete and sign Section J page 4**

A. GENERAL

- 1) All changes and cancellations must be made in writing by the client
- 2) Blue Horizon Estate will liaise with the customer or it's nominate representative/s only and will not furnish any information to or adjust any aspect of the function requested by an unauthorized third party
- 3) You acknowledge and agree that all aspects relating to the décor and flowers for the function will be provided/ sourced by Blue Horizon Estate and Ruva Décor Design. You may therefore not contract with any third party supplier of flowers and/or decor to provide the aforementioned goods for any function to be hosted on our premises
- 4) Flowers are subject to seasonal availability and prices are influenced by market value
- 5) No food or beverage may be brought onto the premises for consumption without written consent from Blue Horizon Management
- 6) A function is a standard 8 hours. A venue hire fee per hour thereafter will apply and the balance must be settled on the evening
- 7) The person making the booking is responsible for the conduct of all guests attending
- 8) A beach permit allows Blue Horizon Estate to host a ceremony on the beach, however it is still a public area and Blue Horizon Estate cannot take responsibility for the conduct of the public
- 9) **Please be careful when using the facilities in and around the Estate premises, including but not limited to the area around the pathways and railings, as it may be slippery and dangerous.**
 - a. **To ensure the safety of your children, it is requested that children must at all times be under the supervision of their parents/guardian.**
 - b. **We will not be responsible for any injury or damage caused to you and/or your dependant(s) and/or your guests and/or employee(s) or their property when using the venue if the loss or damage was caused due to their failure to adhere to these safety precautions.**
- 10) Blue Horizon Estate may utilize any photographs taken during the event for marketing purposes.

Yes No Sign

- 11) A maximum increase of 10% annually can be anticipated
- 12) Due to the nature of the goods provided, prices quoted are subject to change. The business will furnish the client with notice of such increase in prices, if applicable
- 13) Blue Horizon Estate will not be held liable for unforeseen service interruptions such as water, electricity or sanitation

B. LOSS / DAMAGE

- 1) Neither Blue Horizon Estate nor its agents or employees shall be liable for any loss or damages which may be caused to the property of the customer or its guests', nor for any injury or loss of life of the customer or its guests', by any means whatsoever, including but not limited to any Act of God, unless the aforementioned loss, damage, injury or death is attributed to Blue Horizon Estate, its agents or employees' gross negligence.
- 2) The customer further indemnifies and holds harmless Blue Horizon Estate against any claim that may be made against the Company or by any third party relating to the provisions of the clause
- 3) The customer shall be held liable for the full replacement cost of any goods sourced from a third party supplier, if the breakage was caused by the customer or his/her guest(s)
- 4) Should any damage occur to the building, gardens, décor, carpets or linen during the function the client shall be held responsible and billed accordingly

C. BAR SERVICE

- 1) The use of Blue Horizon Estate's stocked bar and barman is compulsory. The client has the option of a non-alcoholic bar
- 2) We offer a choice of two bar facilities – CASH BAR & TAB
- 3) Should you request a limited bar tab, this account must be settled on the day of the function before departure
- 4) Guests who wish to run a tab must provide the barman with a credit card. (Debit cards, car keys & driver's licences are not acceptable)
- 5) No alcohol will be served to any person under the legal drinking age of eighteen, and no alcohol may be bought for any person under the legal drinking age of eighteen
- 6) A corkage fee will apply to any bottles of alcohol brought onto the premises. Absolutely no spirits, wines, soft drinks, food or any alcohol may be brought onto the premises by the guests for consumption at any time. Non-compliance to this will lead to items being confiscated. This may also lead to immediate dismissal / eviction from Blue Horizon Estate's premises
- 7) Blue Horizon Estate reserves the right to close the bar at any time should there be any irregularities on the guest's behalf
- 8) Bar closes at 24h00 for evening functions. Extensions can be made by prior arrangement until 2am as per our liquor license

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D. MENU

- 1) Certain dishes served are subject to seasonal availability
- 2) Due to the nature of the goods provided, prices quoted are subject to change. The business will furnish the client with notice of such increase in price
- 3) Special dietary requirements as well as food allergies must be confirmed at the time of booking or within 21 days prior to the function.
- 4) Plated menus : Should the number of guests increase after the menu has been finalized, the customer is required to advise Blue Horizon Estate thereof in writing. Should the customer fail to do so, only those numbers of guests and dishes indicated on the quotation will be catered for.
- 5) Buffet Menus: Should the actual number of guests exceed that of the guaranteed number given, billing will then be charged on the actual number of guests
- 6) Tastings are available on request and is subject to a fee. The tasting fee will however vary depending on the menu chosen by the customer. This fee is payable 48 hours before the tasting.
- 7) Menu to be finalized no later than 21 days prior to the function date

The booking of a self-catering function is subject to further terms and conditions which will be forwarded to you on request.

E. FUNCTION STAFF

- 1) Waiters and barman are available for a maximum of 8 hours per function

F. BOOKING & PAYMENT PROCEDURES

- 1) Upon request, a provisional booking can be made for 7 days from the date of enquiry
- 2) A payment is required to secure your date and venue
- 3) If a payment is not paid within the allocated 7 days from enquiry, Blue Horizon Estate reserves the right to cancel a provisional booking without any notice to the client
- 4) Saturday functions require a minimum booking of people. Please refer to the FAQ to confirm pax
- 5) An initial payment is required to secure your date
- 6) Upon making a payment for your function, you undertake to have Blue Horizon Estate facilitate your function
- 7) A function is a standard 8 hours
- 8) An additional fee, which will be conveyed to you in writing, will be levied should you opt to hire the venue for any period exceeding the aforementioned 8 hours. You are however advised that Blue Horizon Estate will not refund any sum paid in respect of venue hire should the function end prior to the contracted period.
- 9) The balance is payable no later than 21 days prior to the function date
- 10) Music stops at 24h00 for evening functions unless permission has been granted by Blue Horizon Estate Management in writing
- 11) Negligence to inform us if you are not using the venues booked due to whatever reason, will result in holding you liable for the full quoted amount
- 12) Blue Horizon Estate reserves the right to cancel the event should all outstanding amounts not be paid timeously as indicated as above
- 13) Payments can be made by cash, or a direct transfer into our bank account. We regret no credit card payments allowed

The reservation of accommodation is subject to further terms and conditions which will be forwarded to you on request.

G. BANK DETAILS

Account Name: WEDFIN SA
Bank: First National Bank
Branch code: 250655
Acc. Nr. 6262 9012 501
Ref: Names / date of function

Proof of payment must please be emailed to admin@bluehorizonestate.co.za with your name & Function date as reference

H. CANCELLATION

- 1) Any date or venue change/s will be considered a cancellation of the function. Should the customer cancel a booking prior to the function, Blue Horizon Estate will levy a cancellation fee which will be determined having regard to the length of notice given, the potential for Blue Horizon Estate to find an alternative customer to replace the cancelled booking. Having regard to the above and due to the nature of the wedding industry the business will levy the following cancellation fees:
 - 1.1) 30% of the booking fee will be levied as a cancellation fee for notice received 271 days – 1 year prior to the event
 - 1.2) 50% of the booking fee will be levied as a cancellation fee for notice received 181 days - 270 days prior to the event
 - 1.3) 100% of the booking fee will be levied as a cancellation fee for notice received 0 days – 180 days prior to the event

I. FOR MARKETING PURPOSES ONLY

How did you find out about Blue Horizon Estate? (Please tick where applicable)

Internet: Expo: Word of mouth: Facebook:

Other (Please specify):.....

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Please complete the following ...

J . FORM *

FUNCTION DETAILS

Name/s:	
Wedding Date:	Wedding Day:
Ceremony Venue (If applicable):	Start time:
Reception Venue: BLUE HORIZON ESTATE	Start time:

BRIDE'S CONTACT DETAILS

Full name & surname	
ID number:	
Work number:	Mobile number:
Email address:	

GROOM'S CONTACT DETAILS

Full name & surname:	
ID number:	
Work number:	Mobile number:
Email address:	

PERSON RESPONSIBLE FOR THE ACCOUNT

Full name and surname:	
ID number:	
Work number:	Mobile number:
Email address:	
Residential address:	
Postal Adress:	

I hereby confirm that I have read and understand the terms and conditions as set out herein. I further agree to abide thereby and bind myself for all monies owing and arising out of the agreement.

Sign: Person responsible for account

Date

Sign: Client

Date

Sign: Blue Horizon Estate

Date