



WEDDINGS

Du Kloof Lodge

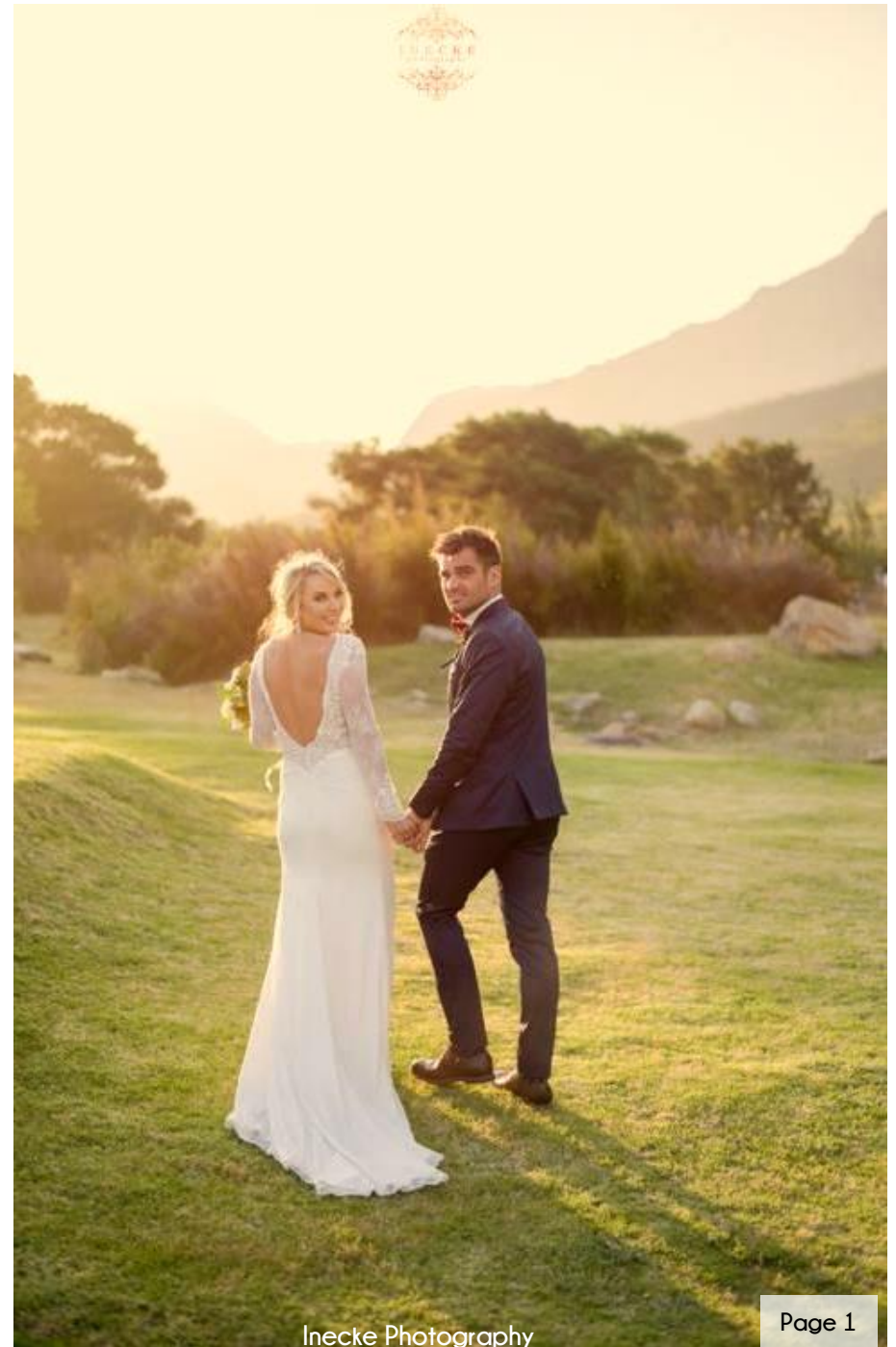
Dewald Lourens Photography

Welcome to Du Kloof Lodge

Du Kloof is a unique estate, mountain lodge and venue in the popular Breede Valley, and a mere 45-minute drive from Cape Town International Airport.

Let us host the wedding of your dreams, amongst the most spectacular scenery of the Western Cape. From the night before, to the day after, we offer what you need to make the most of this precious time!

Please note that all rates in this package include VAT.



Venue Hire

CEREMONY • PRE-DRINKS • RECEPTION

Incl VAT

PEAK TIMES

2021-2023

December - April

Weekends and public holidays

R30 000

Mon - Fri (excl public holidays)

R28 000

WINTER MAY - AUGUST

Saturdays, Sundays & Public holidays

R26 000

Monday to Friday (if not a public holiday)

R22 000

2024 rates to be quoted on request

Ceremony

OUR WHITE PERGOLA ON THE LAWN

Let the mountains be your witness

Included: Grey wooden benches seating up to 70 guests, combined with our white bentwood chairs to make up the remainder of seating required. Any reception chairs used are carried back to the hall after the ceremony.

Wine barrel podium • Registry table and chairs • Electricity point • Set up and set down of the above

Confetti is tossed on the lawn. Please keep it natural, in respect for the eco-sensitive location.



Cocktail Hour

We have you covered ... from drinks and snacks to music and entertainment

Please select your **drinks** of choice from our beverage menu.

Canapes or a harvest table can be provided, available on our in-house catering menu.

INCLUDED: Ceremony area on the lawn or veranda, 5 wicker ottomans with white cushions, 5 cocktail tables excluding linen, 4 white steel daybeds with mattresses, umbrellas as required, 2 white round side tables, 2 wine barrels, 2 wicker side tables, 4 wooden 3-seater benches, 2 upholstered charcoal ottomans. Set-up and set-down. Serving of drinks.

4 sofas with 2 coffee tables available only for use on the veranda.

WINTER: Our ladies bar (cash bar area) is a cosy indoor alternative.

Guest Entertainment

LAWN GAMES to rent at R200 per game, our team will set up on the lawn.

LIVE MUSIC by our talented in-house musician. Please ask for our packages. A limited to full wedding package is provided for Du Kloof wedding s at a discounted rate.





Indoor ceremony alternatives

OUR MOUNTAIN FACING HALL

No extra cost. Includes the same furniture as outside ceremonies
Seats up to 100 guests. Right next to the main reception hall.
Confetti: In the ceremony hall, courtyard or on the veranda.

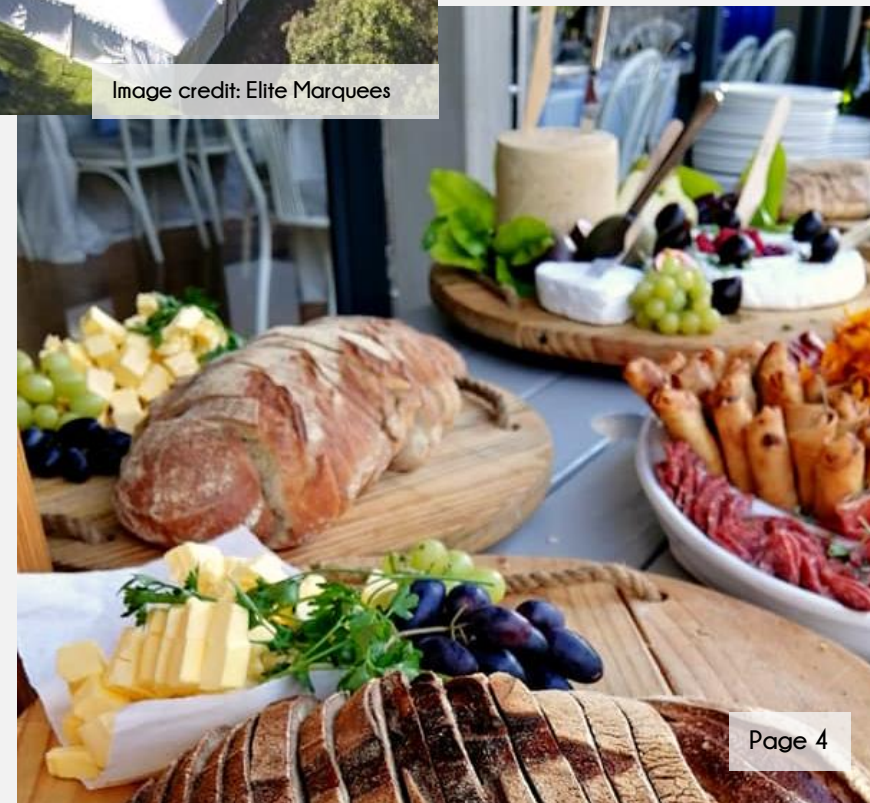
MARQUEE ON THE LAWN

Keep the view but keep your guests comfortable during unfavourable weather. We are more than happy to share our trusted [suppliers list](#) with you. For your own pocket and arrangement.

A marquee could also double up as an alternative cocktail hour area for post ceremony entertainment!



Image credit: Elite Marquees



The Reception

Our elegant banquet hall boasts oversized windows and doors that open to a large veranda and a view of the mountains.





INCLUDED WITH YOUR RECEPTION VENUE

- ❖ Honeymoon room for the happy couple for two nights, one of which includes night of the wedding. The room may be refreshed if you choose to use it for getting ready.
- ❖ The banquet hall and ladies bar (cash bar) area with air conditioners and fireplaces from 8h00 – 24h00 on the day
- ❖ Set up of tables and chairs, and setting of tables with items included in package (please provide linen by 14h00 the previous day)
- ❖ The veranda and available veranda furniture
- ❖ Upholstered sofas (up to 4) with 2 coffee tables as present in the hall at the time of your wedding
- ❖ 18 x 6-seater whitewashed tables with black steel legs
- ❖ 2 x narrower 6-seater tables as described above
- ❖ 6 x 8-seater steel canteen tables (require linen)
- ❖ 2 large rustic 10-seater wooden tables
- ❖ 110 white bentwood banquet chairs with grey upholstered seats
- ❖ Up to 120 standard stainless steel starter-, main- and dessert cutlery sets
- ❖ Up to 120 side plates and serviettes for canapes or harvest table
- ❖ Up to 120 standard white ceramic starter, mains and dessert crockery sets
- ❖ Up to 120 standard champagne flutes and dual-purpose wine glasses set at table
- ❖ Fully stocked cash bar with glassware and ice
- ❖ Clear Perspex ice buckets available as requested
- ❖ Espresso or filter coffee for sale
- ❖ Ladies (3 cubicles) and gents (2 cubicles and urinals) restrooms with paper towels, toilet paper, hand cream, soap and air freshener

NOT INCLUDED WITH VENUE

- ❖ Staff service fee ▪ see next page
- ❖ Any additional furniture, cutlery or crockery not included above
- ❖ Table linen, napkins, flowers, décor, additional lighting
- ❖ Our in-house catering and beverages
- ❖ Accommodation apart from the included honeymoon room
- ❖ Back-up generator ▪ see terms at end of package
- ❖ Firewood ▪ bring own or pre-order from Du Kloof
- ❖ Leads ▪ service providers to supply own
- ❖ Décor, flowers, music, ceremony officials and other service providers

Staff

We charge a SERVICE FEE that includes

- ❖ a parking marshall from 5pm on the evening of your wedding to 5am
- ❖ runners/waiters • one per 40 guests
- ❖ barmen • one per 50 guests
- ❖ set up and set down staff
- ❖ food service staff
- ❖ cleaning staff
- ❖ an event manager on duty from start to finish

The venue will be cleaned before the wedding and will be set down by 8h00 the following morning, ready for breakfast.

Our waiters will ensure that your candles are lit, wines and bubbly are on your tables as requested by you, and clear tables between courses. Meals are predominantly served from our serving station (see menu for details).

Drinks are ordered from our cash bar

SERVICE FEE RATES	Incl VAT		
Total guests	2021	2022	2023
1-100	R8 199	R8 608	R9 039
101-140	R9 522	R9 998	R10 497
140-180	R10 844	R11 386	R11 955



Rooms

Du Kloof offers comfortable accommodation at the lodge for up to **34 guests**. When our rooms are full, further accommodation can be arranged for the remainder of your guests on premises as fully equipped **luxury tented accommodation**. Please enquire!



Dressing Rooms

Option 1: Book your rooms for getting ready for 2 nights to allow you the most flexibility and make a "weekend" of it.

Option 2: Check in from 7am on the day of the wedding. We add 50% of the accommodation rate to your booking as we are not able to book out your room the previous day. The room you choose depends on your requirements, but we will gladly advise on the most suitable options.

Remember that the wedding couple have a honeymoon room included!

Make it a destination wedding!

Make the most of your time with loved ones by hosting a braai or meal the evening before your wedding. The lodge restaurant is open the morning after, where you can enjoy a post-wedding breakfast, either from our a la carte menu or pre-arranged for larger groups.

Enjoy quality time with your loved ones before and after the wedding. Please ask about all the activities that are on offer on premises and in the area.



Booking procedure and instalments

- ❖ A final quotation must be provided to the client by Du Kloof Lodge and is valid for 14 calendar days. Upon acceptance of the valid quotation, the client must complete the reservation form as well as the terms and conditions for booking the relevant function. Once Du Kloof approves the client's application, a non-refundable first instalment of R10 000 is due and payable by the client immediately. A proof of payment must be sent to events@duklooflodge.co.za and a confirmation of receipt and booking provided.
- ❖ Du Kloof Lodge cannot reserve provisional dates
- ❖ Instalment 1: R10 000 on booking
- ❖ Instalment 2: The remainder of your venue hire fee is due halfway towards your booked date (pre-determined date).
- ❖ Instalment 3: Final numbers and details provided to Du Kloof no later than three weeks (21 days) before the function. The outstanding balance reflected on invoice is payable no later than 14 days before the function.
- ❖ Du Kloof Lodge reserves the right to halt wedding preparations until all payments have been made
- ❖ Any additional costs after the function will be invoiced and are payable no later than 5 working days after the function. Example: Generator costs, damages etc.
- ❖ Du Kloof Lodge reserves the right of admission to any function.

Cancellation Policy

- ❖ The client may cancel this contract at any time by giving written notice to Du Kloof Lodge, but in doing so shall forfeit all monies paid to Du Kloof Lodge, unless Du Kloof lodge receives a new booking on that date. In this case all monies can be refunded to the client only once the replacement booking is confirmed by receipt of a deposit. This applies to the wedding and accommodation.
- ❖ Should the client wish to move their function date, after such date has been booked and confirmed by way of receipt of a first instalment, this will be handled as a cancellation and new booking, requiring a new deposit for the second date.
- ❖ Each supplier that is contracted will have their own cancellation policy, including décor or rentals arranged by us on your behalf. It is your responsibility to inform all vendors and suppliers of any cancellations or date changes.

Venue

- ❖ Our banquet hall can seat up to 200 guests
- ❖ The reception venue will be available for your use until 24:00, after which a fee of **R4000** / hour will be charged. The bar will close at 01h30 and the venue latest 02h00
- ❖ No smoking in the venue, sand buckets will be provided at designated areas on the veranda
- ❖ Du Kloof reserves the right to refurbish and upgrade the venue and furniture without prior notice, but this will not affect the quoted and paid for venue hire.

Catering

- ❖ Please see our lovely menu. We are flexible in meeting your requirements as far as possible. An appointment can be made with us after your wedding has been reserved.
- ❖ All catering is to be provided by Du Kloof Lodge with exception to the Wedding Cake and on request, other specific items
- ❖ Wedding cakes, sweets tables and cupcakes are allowed, cake cutting fee including plates and cake forks: 2021: R12 pp 2022: R14pp
- ❖ All remaining food after the function remains the property of Du Kloof Lodge
- ❖ Halaal meals may be quoted on request and at a surcharge
- ❖ Final numbers and menu choices must be confirmed 21 days before, and final payments made no later than 21 days before the wedding
- ❖ Please ask about what meal options we have to offer little ones
- ❖ Food & Wine tastings can be quoted for on request and are subject to availability of ingredients

Bar service

- ❖ Please request our latest drinks menu. Prices may change without prior notice.
- ❖ A full cash bar is included with your venue hire

- ❖ Corkage for wines and sparkling wines is **R35** (2021) and **R40** (2022)
- ❖ No further discount on drinks will be permitted
- ❖ No own drinks to be brought in by the client
- ❖ A tab can be run, in which case a limit needs to be specified, and a 60% deposit paid in advance. Please take note that this can only be arranged in advance with management and not with bartenders on the day of the function. The balance of the tab is paid by the authorised signatory the following morning.
- ❖ It is the responsibility of the client to communicate any bar arrangements with guests

Accommodation

- ❖ Accommodation rates are quoted according to the Lodge rates for the particular year.
- ❖ Check in is strictly at 14h00 and Check out is at 10h00 for all guests. We recommend a 2-night stay for your bridal party and loved ones.
- ❖ We offer a 10% discount on accommodation, should the couple wish to book all our rooms and arrange guest allocations. This means the couple take charge of the deposit and balance payment. Rooms cannot be cancelled at any point and all rooms must then be paid for. This excludes the dormitory, which may be added to your quote or accommodation invoice on request. A full list of guest room allocations, and bed layout (split / double) must be provided no later than 2 weeks before your wedding, with the confirmed balance payment.
- ❖ An automatic 15% discount on room rates applies when two consecutive nights are booked for the wedding. This may apply to the night before or after.
- ❖ Please book directly via reception, and not online, during office hours: 060 563 2964 or email rec@duklooflodge.co.za
- ❖ All our available rooms will be closed off from the public up until 2 weeks before your wedding.
- ❖ Overnight guests can spend their time with us either fly-fishing, hiking, swimming in the river, using our braai spots, or simply enjoy the surrounding views from our pub or restaurant
- ❖ Discounts do not apply to tented accommodation.

Generator

Our generator is able to run the reception hall, bar and kitchen area. These costs will be settled the morning after the wedding.

Cost for having generator on standby:	2021	R400	Running Cost: R180 per hour
	2022	R450	Running Cost: R200 per hour

Du Kloof lodge cannot take responsibility for power outages, however we will do everything within our means to prevent an or address a possible power outage.

Risk

- ❖ Neither Du Kloof Lodge, nor its employees will be held liable for any loss, damages, injury or death to persons or items due to negligence or any cause whatsoever
- ❖ The client takes full responsibility for any breakage or damage, which is to be settled after the function.
- ❖ No swimming is allowed in our dams or fountains. Use of the river for overnight guests or day visitors is at own risk, during daytime hours.
- ❖ Du Kloof shall not be held liable for interruptions of services (water, electricity, sanitary) during the function, including unfavourable weather.
- ❖ Should we be aware of any such issues that might occur, we will discuss it with the client prior to the function to find the best suitable solution for all parties involved.

Décor and Furniture

- ❖ Unless we have a function the day before, we prefer **all tables and furniture to be arranged** by 17h00 on **the day before the wedding**, and request that linen be provided by 14h00 if using Du Kloof Lodge tables and chairs.
- ❖ We are happy to assist with **administrating rentals** if you feel out of your depth! This will be added to your quote/invoice.
- ❖ **Power outlets** are available at our ceremony and reception areas, please ask your suppliers to bring their own clearly marked **extensions**.
- ❖ **Delivery, storage and pick-up** of décor/furniture: Whether administered by us on your behalf, or by yourself, please note that Du Kloof cannot be held responsible for lost or damaged items. Any losses will be charged to the client's account, either by Du Kloof or the supplier.
- ❖ Please ensure that the **correct items are delivered** and picked up as per your arrangements. We offer storage space for your décor.
- ❖ Du Kloof will not be held liable for **items not claimed** after your wedding.
- ❖ **No permanent changes** may be made to our buildings, structures or landscape. You are welcome to use what is already available or talk to us about options.

Service providers

To make the planning easier for you, we recommend the following service providers

- ❖ Wedding decor planner and/flowers/décor: *Sylvia Strauss* sylvia@eventsplanner.co.za
- ❖ Décor/furniture hire: Best Events Worcester Paarl – please enquire
- ❖ Marquee/ Peg and pole tents: Elite Marquees / Cape Tents
- ❖ Sound, Live music and/Deejay: Special package discount for Du Kloof Weddings *Francois Louw* / www.francoislouwmusic.co.za/services 083 458 3612

Location

Du Kloof is on the national Road N1, between Paarl and Rawsonville.

[Google Maps](#): [Du Kloof Lodge](#)

[From Paarl](#): When driving on the N1 towards Worcester, you will find Du Kloof on your left-hand side, 4 km after exiting the Huguenot Tunnel.

[From Worcester](#) we are 35km, stay on the N1, you will turn right to Du Kloof Lodge BEFORE reaching the tunnel

[From Cape Town International](#) we are a mere 45-minute drive. You will find Du Kloof on your left-hand side, 4 km after exiting the Huguenot Tunnel.

Contact us

Venue visits and quotes

events@duklooflodge.co.za

Website

www.duklooflodge.co.za

Facebook

Du Kloof Lodge

Instagram

[duklooflodge](#)

Wedding terms and conditions pertaining to events during the Covid pandemic

With the below terms in mind, we would like to ensure our clients that it is always our intention to be transparent, and partner with our clients to make every situation as feasible as possible for all parties involved.

General protocol

Du Kloof Lodge, hereafter referred to as DKL, will ensure that current safety and hygiene protocols are followed as pertaining to national Covid regulations. We ask that all guests do the same when attending events at our facility.

Wedding, conference and function bookings during the Covid pandemic

Should a wedding, conference, or function be unable to proceed due to government covid restrictions, the client must choose a new date for the event. In this case all monies paid towards the event and accommodation will be allocated to the new date and the client will be subject to pay any difference owed due to annual price increases.

If the organiser wishes to cancel an event that may still proceed under government regulation, the deposit will remain non-refundable. The remaining monies paid towards the event will be refunded.

It is your responsibility to notify your Suppliers of any changes to your event or dates.

If you wish to cancel your Booking for whatever reason, you must contact DKL by email. DKL will then email you a cancellation form which you must complete, sign and email back to DKL within 30 days. If we do not receive a completed cancellation form from you and you do not notify DKL that you wish to continue with your booking then we will take your initial email as confirmation of your cancellation. Your cancellation will come into effect on the date that you receive confirmation from DKL by email that your booking has been cancelled.

Altering of services required

DKL strives to be transparent with our clients, and we are open to discuss any obstacles that may arise on the road to planning your event. The event organiser cannot make drastic changes to the total guest count and services quoted without mutual between them and Du Kloof Lodge.

Du Kloof Lodge reserves the right to charge for the original quoted services if the changes result in the event no longer being financially feasible for Du Kloof Lodge.

Accommodation

In the case where accommodation is cancelled with an event as specified above, a 10% cancellation fee of the total rate will be due by the person that made the booking.

In the case of forced postponement, when the event under no circumstances can take place on the original date, the booking will be moved to the new date, and the client will be subject to any price increases.

Acceptance and acknowledgement

The client or authorized signatory, by signing this agreement, acknowledges that they have read and understood the terms of booking, and agrees to all the above and is further familiar with all details of the selected venue hire package.

Signed at _____ (specify place) on this the _____ day of _____.

Client Print name & Surname

Signature

Capacity

Du Kloof Lodge Print Name and Signature

Capacity

