



R U I M S I G
CONVENTION CENTRE (PTY) LTD

Wedding Info Pack

Black Friday Special

Contact Details:

010 085 7789 / 071 645 1239

info@ruimsigconvention.co.za



Dear Guest

We want to welcome you to Ruimsig Convention Centre's magnificent and endless panoramic views with well-manicured open garden areas.

With our homestyle hospitality we are the perfect Venue to host your Wedding.

Making your magical moments into a lifetime of special memories.

We offer:

2 beautiful Venues

1 Chapel with an amazing view

A unique look and feel that offers endless possibilities...



THE CHAPEL



THE VIEW



GRAND HALL



Pricing

Black Friday Special

The View Venue

Min 60 pax to 150pax

Grand Hall Venue

Min 150pax to 450pax

Tuesday – Thursday

Price per person: ~~R450~~

Venue Hire: ~~R3000~~

Friday

Price per person: ~~R500~~

Venue Hire: ~~R3000~~

Saturday & Public Holiday

Price per person: ~~R650~~

Venue Hire: ~~R5000~~

Prices are Subject to Change

Prices INCLUDES 15% VAT

Included

CHAPEL

Use of Chapel

Podium and Register Table

Bubble Machine Kneeling Cushions\

Red Carpet

WELCOME DRINKS

AFTER CEREMONY

Cocktail Set-up with Cocktail Table

Decanter with Fruit Juice & Water

Sherry Tree with Sherry

RECEPTION VENUE:

Round Tables

Chairs with Chair Covers

Cake Table and Gift Table

Podium

Tablecloth and Linen Napkins – Of choice available

Standard Cutlery and Crockery and Glassware

Underplates: Glass, Silver, Gold & Rose Gold

Setting up & Clearing of Venue

Managers & Maitre'd & Food Waiters

Function Co-Ordinators on Site

Three Course Meal as per Chosen Menu

Separate Buffet areas

VENUE DETAIL:

80 KVA Generator

Secure Parking with an attendant

15% VAT (INCLUDED)



Please note the following:

*Ensure every person attending your event is included in the total number of guests.

Photographer & Band Members etc.

*The minimum required number of guests is based on adults

*Babies: 1–3 Years will be a no charge & no table setting

*Children: 4–12 Years will be charged at 50% of the adult rate

*Welcoming snacks

*Public Holidays are regarded as a Saturday and the day before a Public Holiday will be regarded as a Friday

*No breakage deposit payable but note that you will be held liable in the event of any major damages occurred or caused on the RCC premises (by you or your guests).

*Dietary requirements meals will be at no extra sur charge but should be arranged beforehand: Vegetarian, vegan, lactose etc.

*Halaal sur charge of R150p.p. should Halaal catering be required

*RCC DOES NOT ALLOW ANY TAKEAWAYS OF ANY SORT

*THE KITCHEN CLOSSES STRICTLY AT 21:00

*Your quote is valid for only 10 days from the date that necessary information has been send

Following is not included in our prices:

Photographer: Retina Media: 079 668 8747 / Liefdedaarvan Wiehan: 071 687 6351

Entertainment (Saxophone): 082 819 5760 Live Music: Nyasha 068 396 4189

Table Centerpieces & Décor: To The T Events – Taryn 082 562 7148

Accommodation: (In close proximity to Silver Star Casino / River stone Lodge)

DJ Dar Dar: Darlington: 082 891 1082

We do not allow the following:

Releasing of Chinese lanterns in the Honeystone area

Starlight's (Sparklers) – Inside and outside the venue Fireworks Strictly Forbidden

Use of wax candles in the venue, Candles should be contained

ACCEPTANCE OF GENERAL TERMS AND CONDITIONS – Part 1 of 2

I / We _____

Confirm that I / We have read and understood the general terms and conditions and I hereby agree to abide by the terms and conditions as set out above and hereto bind myself in my personal capacity as surety for all monies owing / arising from this agreement.

I / We also agree that Ruimsig Convention Centre may use any images taken or supplied to us of the event, for advertising or promotional purposes.

WRITTEN CONFIRMATION MUST BE OBTAINED FROM RCC FOR ANY VARIATIONS TO THESE STANDARD TERMS AND CONDITIONS OR ANY OTHER SPECIAL ARRANGEMENTS.

YOUR BOOKING WILL BE CONFIRMED UPON RECEIPT OF THE SIGNED GENERAL TERMS AND PROOF OF PAYMENT DEPOSIT.

E-MAIL : info@ruimsigconvention.co.za

Wedding Date: _____ Today's Date: _____

Name of Groom: _____

Email: _____ Number : _____

Name of Bride: _____

Email: _____ Number : _____

Groom Signature: _____ Bride Signature: _____

Bride Email Address: _____

Groom Email Address: _____

Chapel	
Yes	No

Venue Name	
The View	Grand Hall

Time of Arrival	Estimated No of Guests

Bookings:

To confirm a booking, please E-mail the signed General Terms and Conditions through to our office. RCC will then issue you a pro-forma invoice with Banking details as well as your unique reference number, for you to pay your deposit.

ACCEPTANCE OF GENERAL TERMS AND CONDITIONS – Part 2 of 2

General Terms:

- Prices will be supplied on quotation; however, the prices are subject to change in the case of extreme increases or shortages or pandemics.
- All rates are subject to a yearly increase.
- Children under 12 years will be charged 50% of the agreed adult price. Children under 3 years will not be charged at all, as they receive no place setting and starter.
- Right of admission is reserved.
- RCC is a fully licensed venue. All liquor must be purchased from the venue. No liquor may be brought on to or be removed from the premises.
- Music can be played until 00:00.
- Bar closes at 00:00.
- Kitchen closes at 21:30.
- Vacate Venue at 00:30
- Sunday functions will only be allowed for a maximum duration of 6 hours from the arrival time.
- The person(s) responsible for payment will also be liable for any damages caused during the function and will be billed accordingly.
- The use of Chinese Lanterns are forbidden in the Honeystone area

Deposit & Payment Schedule:

- A Deposit of R10 000-00 is required in order to secure your booking. Please note that this deposit becomes part of the total cost, but in the event of a cancellation, is **NOT REFUNDABLE**. We do however grant a 7 day cooling period, during which the deposit will be refunded in total. This deposit must be paid within 3 days of making a provisional booking/receipt of your quotation. In the event of non-payment of the deposit within the specified time, RCC reserves the right to cancel a booking without further notice to the client.

The proof of this deposit must be e-mailed to info@ruimsigconvention.co.za

***NB RCC reserve the right to Cancel your event due to noncompliance of payment structure as indicated and will not be refundable.**

- Payment dates will be shown on your invoice for when payments should be done.
- Should you book in less than 6 months, a 50% deposit is required within 3 days of the booking.
- Internet payments are the preferred payment option. Credit card payments are not accepted for invoice payments, as bank charges have not been catered for.
- Guest numbers cannot be decreased 7 days prior to the function, as no refund will be given.
- **No event will be allowed to commence should any monies be outstanding.**

Cancellation Policy:

- In the event of a cancellation the Deposit paid is not refundable.
- Should a function be cancelled 3 months prior to the function date, the client shall be held liable for 50% of the overall function charges.
- If any further payments have been made, the refund of these monies will be at the discretion of Management.
- The client must confirm all changes and cancellations in writing.

Outside catering:

- No outside caterers are allowed at RCC.
- Special dietary requirements e.g. Vegetarian & Vegan meals at no extra sur charge
- A surcharge of R150 per person will apply for Halaal meals.

Meetings Schedule:

- You are granted 2 appointments free of charge at maximum 1 hour each.
- Items to be discussed during your appointments:
 - Completing your Function Information (discuss menu, order of events, floorplan, etc)
 - Colour scheme
 - Sample Table setting, without flowers
 - Service Providers, etc.
- The final meeting will be scheduled 10 days prior to your Function. At this meeting we will confirm your Information and expect you to supply us with the following:
 - Final guest numbers
 - Floorplan (**will be completed 10 – 14 days prior to the function**)
 - Printed Guest List (to display on our easel)
 - Special Dietary requirements, e.g. vegetarian, gluten free, etc.

Please inform your Service Providers (DJ, Florist, Photographer, etc) of the following:

- RCC does not take responsibility for any damage, lost equipment or equipment left behind after function, as we cannot provide storage space for equipment. Kindly advise Service providers that they must familiarise themselves with our venue and facilities. RCC will not be held liable for loss of monies paid to any recommended assistance, due to their failure to perform.
- The availability of the Venue on your function day depends on prior functions booked in the Venue. Generally, we will allow access to your Venue 90 minutes prior to your function.
- All flowers, stands, décor & equipment etc. to be removed from the premises at the same time as guest departure.(Not applicable if décor provided by RCC)
- RCC will not provide any assistance e.g. refreshments & casual labour.

Seating Arrangements:

- The maximum number of guests per round table is 12.

Risk / Loss / Damages:

- Neither RCC nor its agents or employees shall be liable for any damages or loss which may be caused to any of the goods of the clients, their suppliers or guests brought onto the premises for whatever reason, nor for any injury or loss of life of the client or their guests howsoever caused. The "client" further indemnifies and holds harmless RCC (Ruimsig Convention Centre PTY Limited) against any claims that may be made against the Company by any third party relating to the provisions of this clause.
- While RCC does feature emergency water tanks and a full backup generator installation, we shall not be held liable for interruptions of services (water, electricity, sanitary services). Neither shall RCC be held liable for damages caused to own equipment as a result of failure hereof.
- RCC reserves the right to cancel any booking / event forthwith and without liability on its part in the event of any damage to or destruction of the venue(s) by force majeure – fire, flood, labour unrest or pandemic or other causes whatsoever beyond RCC control.
- Guns / ammunition are not allowed onto the premises.
- Children aged 3 -10 must be supervised and are restricted to the reception venue.

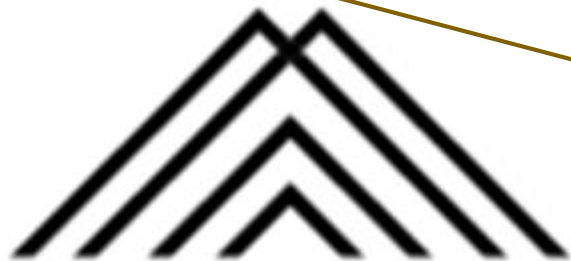
Print Name:

Signed:

Date:

BY SIGNING YOU AGREE TO AND UNDERSTAND OUR TERMS AND CONDITIONS

Black Friday Special



RUIMSIG
CONVENTION CENTRE

WEDDING MENU



SUGAR AND PLATE

JOHAN AND STEVEN

Call: 079 441 7950

Email: sugarandplate@hotmail.com

BUFFET MENU

Pre-Reception: (3 x Canape's)

Decanters with: Fruit Juice & Water and Sherry

Plated Starter

Choose 1

Main Course

2 Meat / 2 Veg / 2 Starch / 1 Green Salad

Dessert

Choose 2

For Optional extras and add On's:

Arrival Fruit Juice and Water Decanters @R5.00 Per person

Meats (Chicken and Beef) @R30.00 per person

Vegetables @R15.00 per person

Starch @10.00 per person

Dessert @R15.00 per person

Coffee & Tea Station @R10.00 per person

STARTERS (Select only 1)

CREAMY CHICKEN CREPE: Baked savoury pancake covered with a cheese sauce and paprika

SPINACH & FETA CREPE: Baked savoury pancake covered with a cheese sauce and paprika (v)

BOBOTIE CREPE: Baked savoury pancake covered with a cheese sauce and topped with Salsa

MEDITERRANEAN PHYLLO BASKET: Chicken with pasta, baked with mozzarella

CARIBBEAN PHYLLO BASKET: Pulled Beef with onion and mushroom baked with mozzarella

ITALIAN PHYLLO BASKET: Sundried tomato, mushroom, baked with mozzarella (V)

CHICKEN CRUMPET STACK: Layered flapjacks topped with crispy bacon bits and a balsamic glaze

CHICKEN & WAFFLE: Crumbed strips on a waffle finished with a creamy maple drizzle

MAIN COURSE BUFFET MEAL

CHICKEN DISH (Select1):

CHICKEN FIRENZE: Flame grilled breast fillets with basting sauce

BUTTER CHICKEN: Tender cubes in a tomato & butter gravy with yoghurt & fresh coriander

EMPERORS CHICKEN: Tender breast strips with creamy mayo, fruit chutney and brown onion

BBQ CHICKEN: Oven roasted thighs and drumsticks with a BBQ dry rub

PARMESAN CHICKEN: Chicken breast fillets with parmesan chicken in a white wine sauce

CREAMY MUSHROOM CHICKEN: Mixed chicken portions in Garlic mushroom sauce

CHICKEN SCHNITZEL: Homestyle chicken schnitzel accompanied with a velvet cheese sauce

BEEF DISH (Select1):

BRAISED STEAK: Slow cooked in a rich onion gravy

ROAST BEEF: Sliced tender sirloin served with a demi-glace sauce

HEARTY BEEF STEW: Slow cooked with carrots, onions and potatoes fresh coriander

STROGANOFF: An old favourite done with onions and mushrooms

BEEF LASAGNE: Layered pasta sheets with bolognaise and bechamel sauce baked with mozzarella

BEEF CURRY: Tender beef cubes flavoured with a rich seasoning with mild curry

VEGETABLES (Select 2)

Roasted Seasonal Vegetables

(Baby Marrows/Green Beans/Carrots/Peppers/Onion/Butternut/ Garlic/Veg Seasoning)

Roasted Root Vegetables

(Pumpkin/Carrots/Potatoes/Corn/ Beetroot/Sweet Potato/Spring onion/Garlic/Veg Seasoning)

Creamed Spinach

Honeyed Butternut with Cinnamon

Cauliflower & Broccoli au Gratin

Traditional Green Beans

Sweet Potato Crumble

Pumpkin Fritters with Caramel Syrup

POTATO (Select 1)

Crispy Roast Potatoes

Potato Bake with Rosemary, sundried Tomatoes and Feta

Baby Jacket Potatoes baked in butter, chutney & garlic

Fragranced Potato Wedges

RICE/SAMP/PAP (Select 1)

Creamy Samp

Pap

Plain White Rice

Rice Pilaf

Plain White Basmati Rice (@R5.00 sur charge)

Basmati Rice Pilaf (@R5.00 sur charge)

SALAD (Included)

Fresh Garden Salad with Feta Cheese & Olives

STANDARD DESSERTS ON BUFFET (Choose 2)

Warm Malva Pudding & Custard

Garnished Mousse

Vanilla Ice Cream

Sago Pudding & Custard

Waffles & Mapel Syrup

KIDDIES MEALS (4 to 12 years) @ R35.00 per Kid

Chicken Nuggets & Chips

Small Cheeseburger & Chips

Small Chickenburger & Chips

Hot Dog & Chips

Mini Pizza Slices

OPTIONAL EXTRA MEAT DISHES

ROAST LEG OF LAMB (@ R55 p.p.): Deboned leg of lamb with garlic & spices served with mint sauce

MALAYAN LAMB POT (@ R35 p.p.): Fragranced with mild spices and garnished with fresh coriander

GLAZED GAMMON (@ R45 p.p.): Served with a pineapple & cherry garnish and homemade mustard

PORK BELLY (@ R55 p.p.): Served and homemade mustard

BATTERED FILLET OF HAKE (@ R30 p.p.): served with sauce tartar

GRILLED LINE FISH (@ R35 p.p.): In a lemon butter sauce