

Functions at Damas

Thank you for considering Damas for your special day. We invite you to come and have a look at our unique venue built around a gigantic Ficus tree, situated underneath the majestic Brandwacht mountains. We are only 5 minutes away from Worcester and slightly more than an hour's drive from Cape Town. Visit us to see the stunning views and to picture your special day at Damas.

VENUE OPTIONS

Both venues are air-conditioned for the hot summers in Worcester and during winter the Ficus venue offers a cozy round fireplace.

DAMAS: 60 with dance floor
 90 without dance floor

FICUS: 116 with dance floor

THE VENUE HIRE INCLUDES:

- Use of booked venues on day of function:
 - BREAKFAST FUNCTION – 08:00AM – 11:00AM (03 hours)
 - LUNCH FUNCTION – 12:00 – 16:00 (04 hours)
 - DINNER FUNCTION – 18:00 – 23:00 (05 hours)
- Dance area and bar.
- Outside area for canapes & pre-drinks
- Basic flowers for tables
- Rectangular tables. (tables can be used bare without tablecloths)
- Chairs
- Tablecloths
- White linen serviettes
- Crockery and cutlery.
- Stylish glasses.
- Ice buckets and wine coolers.
- Setting and cleaning of the venue.

VENUE HIRE DOES NOT INCLUDE:

- Use of venue for longer periods than specified - Additional venue hire after hours will apply – R500.00 for the first hour and R1000 per hour or part thereof there after.
- Venue closes at latest 01:00AM for dinner functions
- Additional Venues for other purposes, eg. preparation of flower arrangements etc.
- All breakages – replacement value
- Any other unspecified service rendered by any staff member
- Music for dancing purposes

BAR & BEVERAGE ARRANGEMENTS

- Damas is fully licensed and will meet all your beverage requirements. A cash, open or tab system can be arranged.
- Last rounds will be called at 23:30 and will close at 23:45 unless alternative arrangements have been made with management.
- Own wine and champagne may be brought in at a corkage fee of R30 per opened bottle. A **maximum of 1 bottle per guest** will be allowed. No other liquors may be brought onto the premises for consumption.
- Own Juice may be brought in at a corkage of R15.00 per bottle grape juice and R7.50 per 1.5lt jug. A **maximum of 750ml of juice per guest** will be allowed.
- Own wine, sparkling wine & juice that is brought in, may not be used for pre-drinks – only for table wine & juice
- Own wines & juice must be delivered latest 12:00PM on the day before the function and accompanied by a list of type & number of wines & juice. Excess wines & juice must be collected before 10:00AM the day after the function.
- **10% service charge** on the total beverage amount will be levied
- No food or beverage (other than wine / sparkling wine / juice /) may be brought onto the premises for consumption.

BAR AND WAITRON SERVICES

- Waiters and barman included in menu cost

MENU

- We offer a variety of menus which can be plated, buffet or BBQ. We also make arrangements for guests with special dietary requirements.
- Our function coordinator will help you to decide on the perfect menu to suit your needs and budget. See our current menu and pricelist underneath. No outside caterers may be used. Prices start at **R216**
- **10% service charge** included in menu cost

FLOWERS & DECORATION

- A detailed list of all décor that will be brought in and all service providers that will need to do set-up at Damas, needs to be provided
- Table clothes, runners and underplates needs to be delivered the day before the function
- Our staff is responsible for setting tables. No staff member will be used for décor set-up
- We will place any extras on the tables – it needs to be pre-arranged with the function coordinator.
- Florists / decorators needs to make preliminary arrangements as to when they want to make use of the venue.
- Florists / decorators need to supply own equipment eg. scissors, buckets etc.
- No materials that damage the flooring, walls or ceiling may be used.
- All equipment / décor must be removed as soon as possible after the function.
- We do have storage facilities should décor need to be collected the next day – please arrange with function coordinator prior to function. A detailed list needs to be provided.
- If Damas needs to do break down, an additional break-down fee of R500.00 will apply

- Damas will supply all possible security, but do not take responsibility for any losses or breakages.

Price List: 2018

Valid from 01.10.2018 – 31.12.2018

VENUE HIRE

BREAKFAST FUNCTION:	R1000.00
LUNCH FUNCTION:	R1200.00
DINNER FUNCTION - until 23:00:	R1300.00
DINNER FUNCTION - until 24:00:	R1500.00 – needs to be arranged minimum 07 days prior to function
TO CONFIRM FOCUS VENUE:	R3000.00

ADDITIONAL

PERGOLA SET UP WITH FAIRY LIGHTS:	R1000.00
FIRE PIT:	R200.00
SECOND FIRE:	R150.00
REMOVING OF VENUE DÉCOR - BUNTING	R500.00
REMOVING OF VENUE DÉCOR - DRAPING	R1000.00

Consultation with our function coordinator:

- Site inspections and meetings are by appointment only.
- Our office hours are from 08:00 – 17:00 on weekdays and from 08:00 – 11:00AM on Saturdays.

Payment and Cancellation Policy

- All Function reservations are made subject to Terms and Conditions of Business.
- Function reservations are not secure until signed contract & full deposit has been paid.
- The venue Hire will serve as a non-refundable deposit
- 50% of Food needs to be paid 01 month prior to the function
- Full account as per invoice needs to be paid 02 days prior to the function
- Any outstanding amounts must be paid no later than 02 days after function
- Bookings cancelled 45 - 30 days prior to arrival, 25% of the contracted revenue will be charged
- Bookings cancelled 30 - 21 days prior to arrival, 50% of the contracted revenue will be charged
- Bookings cancelled 21 - 14 days prior to arrival, 75% of the contracted revenue will be charged
- Bookings cancelled within 14 days of arrival, 100% of the contracted revenue will be charged.
- All refunds are subject to a 10% administration fee. Bookings will be released automatically & without notification if these conditions are not met.
- A breakage deposit of R1000.00 will be added to final invoice – Should no damage have occurred during event, the R1000.00 will be refunded within 07 days after event

Kind Regards

Marja Viljoen

Wedding & Function Coordinator