



ANNO 1693

d'OLYFBOOM
Family Estate

CONFERRNCING

RATES & PACKAGES

2020



d'Olyfboom Family Estate,
14 Napier Street, Paarl, 7646

Tel: +21 870 1080

info@dolyfboom.co.za
www.dolyfboom.co.za



Welcome

d'Olyfboom Estate's conference co-ordinator extends a warm and friendly welcome to all conference organisers and delegates.



CONFERENCING AT D'OLYFBOOM

d'Olyfboom Estate is situated in Paarl in the heart of the Cape Winelands. It offers three exclusive conference venues at a breath-taking boutique wine estate dating back to 1693. The elegantly furnished rooms with comfortable seating are configurable to any requirements making this venue ideal for conferences, product launches, cocktail functions, banquets or gala dinners.

d'Olyfboom venues boast spectacular views over the farm's vineyards, dam, and Paarl Mountain. We strive for individual attention, tailored personalised service and trust that your experience will be unforgettable.

STANDARD CONFERENCE EQUIPMENT

Airconditioned rooms with high quality AV equipment as well as one cordless microphone, a lectern, adjustable flipchart, screen, data projector, wireless presenter with pointer and Wi-Fi are provided.

Additional equipment can be hired on request.

Water and mints are provided throughout the day.

d'Olyfboom conference notepad & pen optional at R 40.00 per set

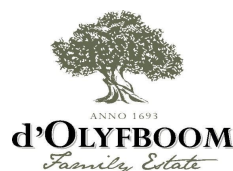
DAY CONFERENCE RATES 01 JANUARY 2020 – 31 DECEMBER 2020

Full-day conference package: R 545.00 p/p

This rate is for 8 hours and includes:

- **On Arrival:** Coffee and tea served with home-made legendary rusks.
- **Mid-Morning Refreshment Break:** Coffee and tea served with one savoury canape.
- **Lunch:** Please make your selection from our menu.
Juice is included with lunch. Additional beverages are excluded.
- **Afternoon Refreshment Break :** Coffee and tea served with one sweet canape from our menu.

Please enquire about additional catering should you require this.



Half-day conference package including lunch: R 450.00 p/p

This rate is for max 4 hours plus additional time for lunch and includes:

- **On Arrival:** Coffee and tea served with home-made legendary rusks.
- **Mid-Morning Refreshment Break:** Coffee and tea served with one savoury canape.
- **Lunch:** Please make your selection from our menu.
Juice is included with lunch. Additional beverages are excluded.

Dessert is optional at an additional R30 pp. Please select from the menu.

Please enquire about additional catering should you require this.

Half-day conference package excluding lunch: R 375.00 p/p

This rate is for 4 hours or less and includes:

- **On Arrival:** Coffee and tea served with home-made legendary rusks.
- **Refreshment Break:** Coffee and tea served with one savoury or sweet canape.

All dietary requirements should be arranged by latest 14 days prior to your conference.

Requests for Halaal and Kosher catering warrant an applicable surcharge.

ACCOMMODATION

The 5 Deluxe Guest Rooms at d'Olyfboom Family Estate are decorated with luxury finishes, overlook the beautiful gardens and views of the Estate and create a tranquil oasis in the middle of Paarl. The rooms are equipped with TV's, air-conditioning and coffee stations as well as Wi-Fi. The farm is geared with a back-up generator to ensure no cold showers or power outages. A scrumptious Boland-breakfast will be served every morning. These rooms are "No Smoking"-zones.

Other than the practical lay-out and top-quality finishes, the thing that sets d'Olyfboom apart, is the beautiful view. Each room's porch looks upon the majestic Paarl mountains and beautiful vineyards. On this heritage site and with the structures of the buildings still the same as all those years ago, you will experience something of the late 1600's. Charming indeed!

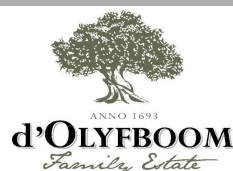


For accommodation enquiries:

Susan Sykes (Reservations Manager)

Tel: 021 870 1080

Email: reservations@dolyfboom.co.za

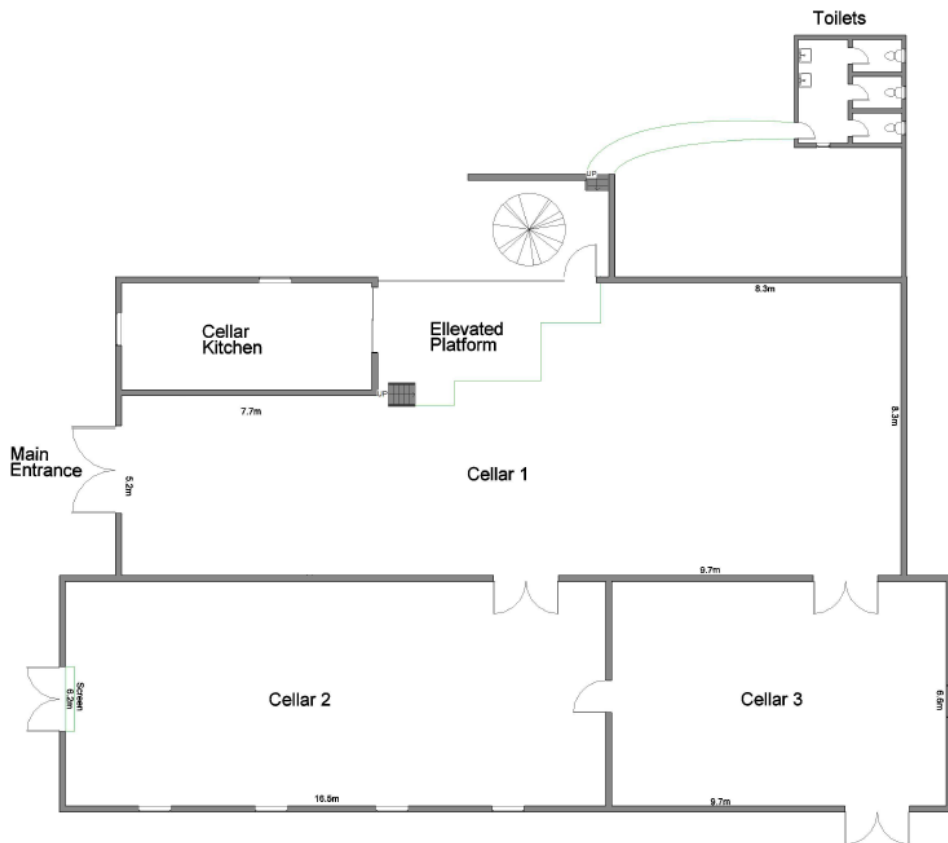


VENUE STATISTICS

SEE VENUE LAYOUTS BELOW

	OUDE CELLAR 1	OUDE CELLAR 2
U-shape	29	29
School Room	65	45
Theatre	120	90
Boardroom	40	26
Banquet	125	77
Cocktail Party	150	120
Length	22.9	16
Width	Varied: max 8.4	5.3
Area (m ²)	162.9	84.8

OUDE CELLAR VENUE LAYOUT



TERMS AND CONDITIONS

SUBJECT TO CHANGE AT ANY TIME

PAYMENTS

- Unfortunately, no provisional bookings can be made. Once you confirm your booking for the venue and/or guest rooms, a 50% deposit along with a signed agreement within 48hours secures your booking. Please send your proof of payment and signed agreement to events@dolyfboom.co.za. Full payment is required for bookings made for conferences taking place within 14 days.
- The balance of your account is payable 14 days prior to your conference.
- Should you utilize the venue for longer than booked, an overtime fee of R825.00 p/h will be charged.
- 10% Gratuity fee on additional beverages will be charged for all conferences.
- Beverages, overtime costs and breakages or damages are payable within 7 days after your conference.
- Please confirm 14 days prior to your conference:
 1. Procedures for the day / schedule
 2. Final number of delegates
 3. Layout of your conference venue
 4. Menu selection and dietary requirements
 5. Additional lunch-time beverages required

FURNITURE AND EQUIPMENT

- The use of our standard furniture and equipment is at no extra charge. Any additional items should be supplied or hired at the client's cost.
- Candles may not be placed directly on linen. Candleholders should be wide enough to ensure no wax drips on the linen.
- No permanent alterations are allowed such as nails or hooks in the wall, roof or frames.
- Damage to d'Olyfboom property including furniture, equipment and linen will be charged for accordingly.



RISK, LOSS AND DAMAGES

- d'Olyfboom will not be held liable for interruptions of services beyond its control (i.e. Eskom Loadshedding, although we do have a generator for your convenience)
- All precautions will be taken to ensure safeguarding of your belongings. However, d'Olyfboom will not be held liable for loss or damage to any property whatsoever (valuables, laptops, etc.). All personal and valuable property must be removed directly after the conference.
- d'Olyfboom, its employees, or any person employed for conferences will not be held liable for any loss or injury to persons due to negligence or any other cause whatsoever.
- d'Olyfboom is a non-smoking venue. We kindly request that our clients only smoke in the designated areas outside.

CONFERENCE CANCELLATIONS

- Cancellations 31-60 days prior to your conference: 10% cancellation fee.
- Cancellations 30-15 days prior to your conference: 20% cancellation fee.
- Cancellations 14-8 days prior to your conference: 50% cancellation fee.
- Less than 7 days prior to your conference: 100% cancellation fee.

ACCOMMODATION CANCELLATIONS

- More than 30 days prior to arrival: 10% cancellation fee.
- More than 7 days prior to arrival: 50% cancellation fee.
- Less than 7 days prior to arrival: 100% cancellation fee.

CONTACT US

EMAIL: info@dolyfboom.co.za

WEBSITE: www.dolyfboom.co.za

MOBILE: +27 21 870 1080



DIRECTIONS

To: d'Olyfboom Family Estate, Napier Street, Paarl, 7646

FROM N1 CAPE TOWN:

- Take exit 55, Paarl, onto R45
- Turn left onto Main Street
- Continue on Main Street for 2,0km
- Turn left onto Mill Street (at the traffic light just after Mc Donald's on your left)
- Continue on Mill Street for 1.1km
- Turn left onto Van der Poels Doordrift Street / Upper Plein Street
- Turn right onto Napier Street
- Continue to the end of Napier Street as you drive into d'Olyfboom Family Estate ahead

FROM N1 WORCESTER:

- Take exit 59 onto R301
- Turn right onto Jan van Riebeeck Road
- Continue on Jan van Riebeeck Road for 2,5km
- At the roundabout, take the first exit onto Market Street
- Continue on Market Street for 700m
- At the roundabout, take the second exit onto Market Street
- Continue on Market Street for 600m
- Turn right onto Main Street
- Continue on Main Street for 400m
- Turn left onto Mill Street (at the traffic light just after Mc Donald's on your left)
- Continue on Mill Street for 1.1km
- Turn left onto Van der Poels Doordrift Street / Upper Plein Street
- Turn right onto Napier Street
- Continue to the end of Napier Street as you drive into d'Olyfboom Family Estate ahead

FROM SOMERSET WEST / STELLENBOSCH:

- Take the R44 towards Stellenbosch
- Continue on the R44 through Stellenbosch towards Paarl
- At Klapmuts, turn right at the second traffic light onto R101
- Continue onto Main Street, Paarl
- Turn left onto Mill Street (at the traffic light just after Mc Donald's on your left)
- Continue on Mill Street for 1.1km
- Turn left onto Van der Poels Doordrift Street / Upper Plein Street
- Turn right onto Napier Street
- Continue to the end of Napier Street as you drive into d'Olyfboom Family Estate ahead



FROM WELLINGTON:

- Take the R44, Champagne Street, out of Wellington
- Turn left onto Malmesbury Road
- Turn left onto Noord Agter Paarl
- Continue onto Main Street
- Turn right onto Olyven or Botha Street
- Turn right onto Napier Street
- Continue to the end of Napier Street as you drive into d'Olyfboom Family Estate ahead



AGREEMENT

Please email this signed agreement together with your deposit proof of payment to:
events@dolyfboom.co.za

PLEASE PROVIDE US WITH YOUR CORRECT BUSINESS OR PRIVATE INVOICING DETAILS:

Company Name:

Company VAT Number:

Physical Address:

Date(s) of conference:

PERSON RESPONSIBLE FOR ACCOUNT:

Name and Surname:

Contact Number:

E-Mail address:

BANKING DETAILS:

Account Name: d'Olyfboom Conferences

Bank Name: First National Bank

Account Number: 62653245300

Branch Name: Universal

Branch Code: 20 05 12

I,, hereby confirm that the above details are true, and I accept the terms and conditions of this conference package.

Signed:

Date Signed:

