



WEDDING PORTFOLIO

2018



R A N D P A R K

To the happy Couple,

Welcome to Randpark Club, planning a Wedding is exciting and should be fun and we are here to ensure that it is!

At Randpark Club, fun is a lifestyle. We therefore want to assist you the best we can in attending to your every need whilst enjoying this exciting time in your life. Booking your Wedding Venue is the first big step towards planning your Dream Day.

Over the years we have seen Brides and Couples asking questions regarding their Wedding and have therefore compiled a document with information that could assist you during the planning period. Don't get overwhelmed by all the information, most of what is addressed in this Wedding Portfolio will be discussed in a meeting where we get to know each other a little better.

Our Wedding Package has been designed inclusive of all the essential facilities and services that you will require for a successful and enjoyable Wedding.

Randpark Club is centrally located in the heart of Johannesburg, easy access with ample safe controlled parking available to all Guest of the Club. Excellent Function at Randpark makes it the obvious choice for gorgeous wedding celebrations.

With the adjacent 5 Star Fairway Hotel and Spa and a charming Chapel on site Randpark is the idea Venue for your Wedding Celebration.

When you arrange an Event at Randpark rest assured that your meal will be beautifully prepared and presented. The professional kitchens managed by our own resident chefs, are skilled at preparing delicious food to match both your taste, the size of your function and your particular budget.

A Menu selector allows you to design your own Menu.

WEDDING PACKAGE

Based on wedding parties of 80 people or more.

INCLUDED IN YOUR PACKAGE RATE
R525 per person
<p>Accommodation : Complimentary Accommodation for the Wedding Couple on the night of the Wedding at the Fairway Hotel in a Luxury Room on a Bed and Breakfast basis</p> <p>Venue : Use of the venue until midnight We assist with the setup of the venue Cutlery and Crockery / White Table Clothes / White Linen Serviettes</p>
<p>Décor : Choice of : White or Black Chair Covers Mirror Centre Piece</p>
<p>Arrival Drinks : Bride, groom and photographer may use 2 Golf Carts to take pictures on the Golf Course. A Course marshal will assist them and take them to various picture locations. Guests are greeted in the clubhouse and will receive a welcome drink. Select one of the following : Orange Juice / Ice Tea / Sherry / Fruit Punch / Pimms / Sangria</p>
<p>To Toast : 1 Bottle of JC Le Roux Per Table</p>
<p>Menu : Buffet Menu Option 3 Select your own dishes</p>

The package has been costed according to minimum numbers and inclusions. There is no flexibility with in a Packaged Option.

Included in above Cost:

- Dance Floor
- Tables and Chairs for your Function with Standard Table Linen
- Cutlery and Crockery
- Waitron Service (1 waiter per 20 guests)

ROOM DIMENSIONS

Venue	Azalea	Protea	Jacaranda
Seating Capacity			
Banquet with Dance Floor	250	80	150
Banquet without Dance Floor	300	100	180

ACCOMMODATION AT THE FAIRWAY HOTEL

Special rates are available for wedding guests who wish to celebrate in style.

Honeymoon: A Luxury Room has been reserved for the night of your Wedding and will be available from 14h00 on the day of the wedding until 10h00 the following morning. Breakfast is served in The Balata Restaurant from 07h30 - 09h30. The mini bar will be stocked and drinks will be charged to your Hotel Account and should be settled directly on departure with the Fairway Hotel. Room service will also be available should you require any other refreshments.

Please Note : Should you wish to check in earlier than 14h00 you are more than welcome to reserve a room for the evening prior to the wedding as 14h00 is the earliest check in time for the room on the day of your wedding.

BANKING DETAILS

Should you wish to make payments directly into our bank account, please make use of your name and wedding date as reference.

First National Bank

FNB Mall@ Carnival - Branch Code - 250 655

Account Number - 624 958 45 631

BAR INFORMATION

BAR ARRANGEMENTS - You may specify your bar requirements, as per following options:

Cash bar

- All bar items in stock will be available on request on a cash basis.
- Please budget for pre reception drinks and sparkling wine for toasts for your account.
- You may run a tab for the main table.
- The main table account with any extras (e.g. overtime) is payable upon check out by cash or credit card.

Selected Items on Account or Full Bar Account

- Monetary limit
- Selected soft drinks, malt, wine and spirits = Estimated R100.00-R150.00 p.p.
- Please furnish your coordinator with a bar list with all the items highlighted or marked that will be available on account or included in the monetary limit.
- All items not available on your account / limit will be stocked and available on a cash basis
- Guests may order selected drinks on account until the specified limit has been reached - thereafter all drinks will be available on a cash basis
- 100% of the estimated bar account is payable at your final appointment. Any extras on the night is payable by credit card ONLY.

WINE LIST - Randpark Club has a selected wine list that includes sparkling wine, champagne, white wine, semi-sweet, rose and red wine. Randpark Club does not stock all the wines and sparkling wines as specified on the wine list in the bar. Please pre-select wines to be stocked / made available to your guest. The selected wines may either be available on a cash basis or included in the limit.

No wine, spirits, beers or soft drinks may be brought onto the premises. Wine orders are required two weeks prior to a function. Any changes to the bar requirements at any stage are to be done so in writing.

DATES TO DIARIES

+3 Weeks prior to your wedding: You need to schedule a Final Appointment for your Wedding. Once the meeting has been confirmed I will send you a list of details to be discussed. The following will be confirmed / discussed:

- Final number of guests
- Order of events
- Bar requirements
- Set up requirements
- Floor Plan / Layout
- Payments

FUNCTION SHEET

- A Function Sheet will be drawn up by your coordinator after your Final Appointment.
- A template of the Document will be e-mailed to you and your coordinator will ask you to look at the information required in order to complete. This is a hefty document however we have seen that the more detail we get from Wedding Couples the better as our Operational Team will be prepared for the Event.
- Operational Staff will use this document to coordinate details on the day or night of your Wedding.

PHOTOGRAPHS: WHERE CAN WE TAKE WEDDING PICTURES

Bride, groom and photographer may use 2 Golf Carts to go take pictures on the Golf Course after 16:30. A Course marshal will take them to various picture locations.

VENUE AND WAITRON TIME

You have the use of the venue for 8 hours from the scheduled time of the ceremony or until 24h00 the evening, whichever time is first as per the General Terms and Conditions Document. Thereafter an overtime fee of R700 per half hour is applicable including two barmen, two waitrons and the head waitron. Waitrons are charged for a 6 hour shift. The amount of waitrons required after 6 hours will be assessed on the evening.