



In the heart of the Winelands, DelVera is an exquisite venue with a tranquil atmosphere that lends itself to the ideal venue for your wedding or celebration.

We strive in the individual needs of every event.

DelVera has a farm atmosphere, beautiful gardens and breathtaking views of Table and Simonsberg Mountains, vineyards, and fynbos, makes it ideal for every sort of celebration.

Weddings & Functions - Any reason to Celebrate Life

- ∞ Anniversary Events
- ∞ Birthday Bashes
- ∞ Christenings
- ∞ Cocktail Events
- ∞ Conferencing
- ∞ Corporate Events & Team Building
- ∞ Day tours for tourists
- ∞ Dinner Parties
- ∞ Fashion Events
- ∞ Festivals & Shows
- ∞ Gala Dinners
- ∞ Grand Openings
- ∞ Music Events
- ∞ Private Functions
- ∞ Product Launches
- ∞ Public Holiday Events, e.g. Youth Day, Heritage Day, etc
- ∞ Wakes
- ∞ Weddings
- ∞ Year-End Functions

DelVera is situated off the R44, a few minutes away from Stellenbosch, an ideal location for your guests.

Hosting an event at DelVera will always be a stress-free experience especially with our hands-on coordinators. We are here to ensure that all your arrangements are made in accordance with your wishes.

It will be our pleasure to show you all our facilities available to you – please book an appointment with us.

Once you have viewed our facilities, you will agree that DelVera is the perfect setting.

We look forward to hearing from you and to having the pleasure of hosting your function.

Kind regards,

Candice van Schalkwyk

Function Coordinator

PLEASE NOTE THAT THIS FUNCTION PACKAGE IS ONLY VALID FOR FUNCTIONS DATED 1 MARCH 2012 – 28 FEBRUARY 2013. FOR FUNCTION DATED 1 MARCH 2013 - 28 FEBRUARY 2014 PLEASE REQUEST A QUOTE.

Cnr R44 & Muldersvlei Rd between Stellenbosch and Paarl • P O Box 174 Stellenbosch 7599 • South Africa
Tel: +27 (0)21 884 4353 • Fax: +27 (0)86 667 7514 • E-mail: functions@delvera.co.za • www.delvera.co.za
Delheim Wines (Pty) Ltd Trading as DelVera • Reg. no.: 1963/003130/07
Directors: MH Sperling, VH Sperling & NV Sperling-Thiel



Service Providers

Assistance with the selection of the following service providers

- ☞ Accommodation
- ☞ Bar Service Providers
- ☞ Child sitters
- ☞ Entertainment and music
- ☞ Event Décor and Styling
- ☞ Florists
- ☞ Furniture
- ☞ Linen, cutlery and glasses if an alternative is required
- ☞ Photographers and Videographers
- ☞ Catering from the venue
- ☞ Special personalized individual gifts for your guests
- ☞ Stationery consultants and designers
- ☞ Tents

Garden Ceremony

Your guests and loved ones will be comfortably accommodated in our gardens for your ceremony. It is suitable for up to 120 guests (seated). Our Fee for a garden ceremony is R4500, which includes a beige Bedouin Tent, as well as white Anchona chairs and an arch with white draping. Please note that chair covers are not included. Additional extras can also be arranged at a small handling fee and is for the client's own account.

Function Venue

The function venue at Delvera and the adjoining restaurant were originally a workshop and a shed. The building has been renovated and is ideal for celebrations and informal conferences. Our Venue Fee is R9000.

The function venue is fully air-conditioned and can accommodate up to 200 guests. If however the space needs to be allocated for a dance area, up to 160 guests can be seated. If the total number of guests is less than 80 for evening functions / weddings, the client will be expected to pay the difference. Guests and loved ones will be treated to Delvera's fine catering and Delheim's fine wines.

The venue fee includes the following:

- ☞ Exclusive use of the function venue during the function.
- ☞ Air-conditioning
- ☞ Quality 18.8 Stainless Steel Cutlery
- ☞ Crockery
- ☞ Stemware
- ☞ Setting the tables
- ☞ White Napery & Linen
- ☞ Chairs and Tables – wooden chairs and rectangular tables.
- ☞ Clearing afterwards
- ☞ Secure parking with 24-hour security
- ☞ Professional waiters
- ☞ Venue hire for the Restaurant area is optional and can be quoted upon request

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Bar & Wine Services

As DelVera is owned and managed by the Sperling family of Delheim Wines, we have compiled a wine list including some of Delheim's finest wines. You can choose from our wine list, or consult our function coordinator for the best wine to complement your menu selection. We also offer a full bar service at competitive prices. Our Bar Fee is R500. Corkage will be charged at R35 per 750ml bottle of wine or sparkling wine supplied by the client. A bar list and pre drinks list is available on request.

Hours

Breakfast functions should conclude by 13h00. Lunchtime functions should conclude by 17h00. For evening functions or wedding ceremonies performed at DelVera, the guests may ONLY start arriving from 16h00. Last rounds at the bar will be served between 23h30 and 23h45 and the venue closes strictly at 24h00. Should the venue and bar be required to stay open later than midnight, this can be arranged, at the additional charge of R1500 per hour or part thereof

Service Charge

Please note that service charge is not included in our prices, therefore a 10% service fee will be added to the food and beverage bill.

Catering

The quality of both the food and the service is one of the most essential needs for an enjoyable function. A variety of choices for set menus and buffets are prepared by our chef and catering team. Please kindly ask for our extensive mouth-watering menu options & wine list. Children under the age of 12 years eat the same menu selection at half price. Our team will make every effort to create a memorable occasion for you and your guests.

Kindly note that the quoted rates are valid ONLY for functions dated 1 March 2012 - 28 February 2013 and that menu prices are just a guideline regarding the cost. ALL MENU PRICES WILL BE FINALISED ONLY 2 MONTHS PRIOR TO YOUR WEDDING / FUNCTION DATE.

We have various menu options available ranging in prices – these menu options are attached for your perusal. Special dietary requirements need to be discussed with our function coordinator. No outside catering may be used. Any other menu requirements may be discussed with our head chef.

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Accommodation

The Oakleaf Lodge offers comfortable and affordable country accommodation in the heart of the Stellenbosch Winelands.

The lodge is ideal for the outdoor enthusiast with lots to see and do. Oakleaf Lodge (a farmhouse) has five bedrooms: Two standard rooms which share a separate bathroom and three en-suite rooms. There is a communal kitchen for self-catering, a lounge area with DSTV and a fireplace.

Included in our rate we offer the following facilities and services:

- ☞ Breakfast at Simonsberg Cafe
- ☞ Linen and towels provided
- ☞ Coffee and tea trays in room
- ☞ DSTV in lounge
- ☞ Wireless internet access
- ☞ A large garden with a 12m swimming pool
- ☞ Braai facilities. Grid and braai tools are provided and braaipacks and wood is for sale
- ☞ Secure, shaded parking with electronic access
- ☞ Special lunches & dinners can be arranged with Simonsberg Café for private parties

A special 10% discount is given when booking the entire lodge, exclusive to our wedding couples for your wedding guests or family, the lodge caters up to 12 guests, six rooms incl. the bridal suite. (Subject to availability)

This is a perfect setting for the bride and her bridesmaids to get ready for the special day. The lodge is situated on DelVera, which makes it ideal and convenient. For the bride and groom there is a lovely bridal suite with a super tub and shower. The lodge also provides accommodation to the bride and grooms' family. For the evening we transform your room into a romantic setting for the bridal couple and in the morning you are treated to a super breakfast in our restaurant as you celebrate your first day as husband and wife.

If you're interested in booking the whole lodge please be advised to book well in advance to avoid disappointment. For bookings and enquiries please contact Daleen Joubert, our guesthouse manager at 082 809 9878 or info@oakleaf lodge.co.za or visit the website www.oakleaf lodge.co.za.

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Agreement

Client: _____

Contact details: _____

Date of function: _____

Approximate amount of guests: _____

Venues Booked: _____

Type of Function: _____

This signed agreement and acceptance of the terms and conditions as outlined below together with the deposit slip is to be returned / faxed (together with the proof of payment of the R5000 deposit into our bank account) as confirmation of your booking. Email: functions@delvera.co.za or fax: 086 667 7514

Client signature

This is acceptance that all details above are correct and that you have read, understood and accepted the terms and conditions below

Full name

Date

Bank Details:

Account Name: DelVera

Bank: Nedbank, Business Winelands Branch

Account Number: 149 811 0819

Branch Code: 14 98 21

Reference: Surname, Wedding date

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Terms & Conditions

1. The Owners, Management and Staff members do not take any responsibility for any of the guests or host's belongings or any injury, damage or loss suffered by any persons, and damage to any such belongings and the host waives any claim it may have.
2. RIGHT OF ADMISSION RESERVED
3. Regrettably we cannot make rooms available to wedding guests to get dressed, as the rooms are serviced and ready for other guest check-ins
4. All prices include VAT at 14%. Subject to availability. Prices and Menus subject to change without prior notice
5. ALL BOOKINGS ARE PROVISIONAL. A R5000 deposit is required within 7 days to secure your requested date, after which these dates and venue will be re-opened for other interested parties. This deposit is held as security for any breakages, damages, wine consumed, overtime etc. and will be paid into your account after the wedding.
6. Cancellations: Please notify us in writing (email) if the function is cancelled. DelVera reserves the right to:
 - a. Retain any deposit paid if the function is cancelled within 6 months of the event
 - b. Charge a cancellation fee (100% of the proforma invoice, including food, beverages & accommodation), if the function is cancelled within 14 days of the event, for any suppliers booked this is for the supplier's discretion.
 - c. Cancel any function in the event of its inability to carry it out, due to any occurrence beyond its control.
7. The deposit paid only guarantees availability for the date originally booked. It is NOT transferable to another date
8. The balance is due 10 days prior to the function. Settlement of the account is the responsibility of the individual signing this agreement. DelVera reserves the right to cancel all bookings should the balance not be paid in time. All additional invoices are payable on presentation when checking out. Queries relating to a particular invoice will not be sufficient reason for withholding payment on any other invoice
9. Kindly note that smoking is not permitted in the function venue. The venue has adjacent outdoor areas where smoking is permitted
10. Unless otherwise agreed with DelVera, all day functions must end by 17h00 and afternoon and evening functions by 24h00. An additional management fee of R1500 per hour, or part thereof may be charged to the client if the function goes on beyond these agreed times. Breakdown time and procedure have to be liaised with DelVera Hospitality Management.
11. Please indicate whether you prefer cash service or an open-bar facility with a tab that will be presented for payment at the end of the function. A Bar Fee of R500 will be charged. Please note that only beverages and wine supplied by DelVera may be consumed on the premises and wine brought in by the client will be subject to R35 corkage per 750ml bottle.
12. Final number of guests and wine orders must be confirmed in writing no less than seven (7) days prior to the wedding date in order to facilitate catering arrangements. Photographer, Musician, etc. to be included in the number of guests. Unfortunately DelVera cannot credit catering charges for non-arrivals. The number of guests booked for will be charged for.
13. Availability of accommodation cannot be guaranteed. Reservations should be done well in advance.
14. All decorations to be discussed with management to ensure no damage are done to the venue.
15. All deliveries to be cleared with management for proper access to the venue
16. DelVera does not accept responsibility for any loss or inconvenience due to power failures or natural causes.
17. All damage to the venue, cutlery, crockery, linen, glasses and furniture will be charged directly to the client.
18. DelVera does not accept responsibility for loss or damage of any item left in the venue after the function
19. DelVera or any of its employees do not accept responsibility for loss or damage by whatsoever cause.
20. In order to make your day a success, a final co-ordination meeting will be scheduled to take place two (2) weeks prior to the function date in order to finalize all arrangements. After the final co-ordination meeting, any set-up changes will only be accepted via written communication. DelVera will not accept any verbal changes.
21. Weather - DelVera reserves the right to use our own discretion to move any outdoor activities inside if we consider the weather conditions to be unsuitable for outside
22. No variation of any terms in this agreement shall have any force & effect unless contained in writing and signed by both parties.

Thank you for choosing DelVera for your function.

We look forward to welcoming you and your guests.

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