

Forest 44

CONFERENCES & BANQUETING



CONFERENCE AND BANQUETING PACKAGES 2019/2020

Forest 44 venue is incredibly versatile and can effortlessly adapt to your personal taste. Offering tranquil ambience and spectacular views of the surrounding countryside, Forrest 44 provides the perfect space to host any conference, training day or team-building activities. Our expansive venue can be divided to suit your requirements and can accommodate 20 to 300 delegates. With the package deals ranging from half day to full day, we offer refreshments and various catering options allowing you to custom build your package according to your event. Facilitators and delegates may also make use of our beautiful garden space. Audio and visual equipment is also available for hire at an additional cost. Please discuss any special requirements with our professional and dedicated team and we will be happy to assist you to the best of our abilities. In order to make a booking, please request a booking form.

VENUE FEE

NUMBER OF DELEGATES	VENUE FEE PER PERSON
20 – 60	R140
61 – 180	R100
180 - 300	*price on request

INCLUDED IN THE ABOVE VENUE FEES ARE:

- Use of tables (1.22m X 2.44m) & wrought iron chairs with white bull denim cushions
- white linen tablecloths and napkins
- Carafes of water & mints provided on tables
- Tea/Coffee served on arrival
- set-up and cleaning
- cutlery, crockery, glasses (red wine, white wine, champagne & water),
- standing wine coolers
- salt and pepper pots
- spacious bathrooms

- secure parking with security guard

***The venue fees do not include food, beverages, barmen and waiters.**

The venue fee is payable as a deposit to secure your date and this is non-refundable and non-transferable. This amount will form part of the total invoice. A refundable breakage fee of R3000.00 is payable no later than 30 (thirty) days before the function date. The outstanding balance of the final invoice will be payable by the Host to Forest 44 no later than 14 (fourteen) working days before the function date. Catering fee, staff and any other costs incurred in relation to the function must also be paid in full within 14 (fourteen) working days before the function date.

** Please note that a Coordination Fee of R1000.00 will be added on quotations and invoices. Our Venue Manager will then be dedicated to your special function and supervise the set-up to ensure your event runs smoothly, as well as supervise the whole day / evening until your last guest leaves.

Please take note that Forest 44 strictly works on a first come first serve basis. The date of the function is only considered booked after the venue fee deposit has been paid and proof of payment has been received. NO DATES WILL BE KEPT TENTATIVELY.

BEVERAGES

BEVERAGE	COST IF REQUIRED
Bottled water (still or sparkling)	R18 per 500ml bottle
Jugs of fruit juice	R60 per 1,5 liter
Soft drinks	R22 each
Tea/coffee	R22 pp per break
Alcoholic beverages	*price on request

CATERING AND MENU OPTIONS

There is a fully equipped professional kitchen and an inspired chef that will make all your culinary requirements a reality.

MENU	COST PER PERSON
Selection of whole fresh fruits	R30 pp per break
Freshly baked scones or muffins with condiments	R36 pp per break
Selection of homemade rusks and biscuits	R25 pp per break
Finger Fork Menu (Sweet or Savoury)	R125 pp
Light Lunch Menu (1 course plated)	R180 pp
Buffet 2 Course Menu (Main & Dessert)	R240 pp
Plated 2 Course Menu (Starter & Main OR Main & Dessert)	R260 pp

WAITERS

Waiters are rented in from a professional waitering company at an additional cost of R90.00 per hour per waiter. We recommend one waiter per table of ten but one waiter for twenty guests is our minimum requirement. The waiters are responsible for the serving and clearing of tables, and when needed, the serving of drinks. The waiters are required for the duration of your function as well as 1 hour before and 1 hour after the function to set-up and strike. On public holidays the cost of staff will be doubled.

AUDIO VISUAL EQUIPMENT

Forest 44 is able to provide the following extra's at an added cost. You are also welcome to provide your own equipment if preferred. Please note that no AV equipment is included in our rates.

ITEM	COST
Flip chart with paper/white board & markers	R250 each
Note pads & pens	R25 pp

PA system with speakers	R1400
Data projector	R900
Screen for data projector	R250
Delivery, Set-Up & Collection of any AV equipment	R650

** In the event of an Eskom power failure / scheduled load shedding, Forest 44 will not be liable for any damage so caused. Forest 44 will however provide a GENERATOR FREE OF CHARGE, worth R2500.00! However, Forest 44 will not be liable for any unforeseen circumstances resulting in the generator malfunctioning.

SUGGESTED MENUS

****Special dietary requirements can be accommodated if advised in advance.**

FINGER FORK MENU – R125 pp

Savoury:

Mini Thai style fish cakes, Burger Sliders (beef and/or chicken), Caramalised Onion and Goats cheese tartlets, Smoked Salmon and Cream Cheese bilinis, Pulled Pork with Tomato Chutney bilinis, Rolled Grilled Aubergine stuffed with Cheese Cheese, Jalapeno Chilli Poppers, Pork Belly spring rolls

Sweet:

Mini Fruit Sosaties, Caramel Fudge, Mini Pavolovas, Traditional Malva pudding squares, Lemon Meringue Tartlets, Chocolate Brownie Bites

LIGHT LUNCH (1 COURSE PLATED) – R180 pp

Line Fish

On herbed mash, seasonal vegetables,, basil cream sauce and tomato salsa.

Chicken Roulade

Chicken breast stuffed with cream cheese and spinach and wrapped with bacon, served with carrot purée, port jus, mash and seasonal vegetables.

Pork Belly

Oven roasted pork belly served with mashed potato, red cabbage, glazed carrots, apple purée, tomato chutney and drizzled with aniseed infused soya jus

Lamb Shank

Braised and slow-cooked in the pizza oven in red wine sauce, served with mashed potatoes and seasonal vegetables

2 COURSE MENU (BUFFET) – R240 pp

MAIN COURSE BUFFET

Choose two of the following:

Traditional Farm Style Chicken Pie *with Miropoix, button mushrooms, fresh herbs and sago, topped with flaky puff pastry*

Matured Sirloin of Beef Grilled to Perfection *served with mushroom sauce*

Chicken Rouldade *stuffed with cream cheese and spinach wrapped with bacon with a honey mustard glaze*

Hake Bake- *fillets of hake with sun ripened rosa tomatoes, pan fried red onion , feta and basil pesto*

Roasted Pork Belly *with homemade basting sauce and served with crackling*

* Served With Pumpkin Fritters, Savoury Rice, Roast Potatoes, Seasonal Vegetables & Greek Salad

DESSERT – served plated to table

Choose one of the following:

Traditional Baked Malva Pudding *served with homemade custard & vanilla ice cream*

Fruit Salad & Vanilla Ice Cream

Homemadae Chocolate Brownie *served with vanilla ice cream*

