
CONFERENCE PACKAGES

Landscap is the ideal venue for conferences, product launches, corporate breakfast, lunch and dinners and a wide variety of functions.

Half-Day Conference Package	Full-Day Conference Package
R280.00 p/p	R330.00 p/p

All prices exclude VAT.

The venue fee includes the following:

HALF-DAY CONFERENCE PACKAGE

Our half-day conference package includes:

- Venue/ Room hire
- Standard conference stationary (A4 notepads, pens, mineral water, fresh fruit and mints)
- On arrival: Tea & coffee with a sweet and savoury snack
- Mid morning refreshment break: Tea & coffee and snack option
- Lunch: Fresh seasonal and local produce

FULL DAY CONFERENCE PACKAGE

Our full-day conference package includes:

- Venue/ Room hire
- Standard conference stationary (A4 notepads, pens, mineral water, fresh fruit and mints)
- On arrival: Tea & coffee with a sweet and savoury snack
- Mid-morning refreshment break: Tea & coffee and snack option
- Lunch: Fresh seasonal and local produce
- Late-afternoon refreshment break: Tea & coffee and home-made biscuits

CONFERENCE EQUIPMENT

We provide the following:

- Flip chart/s
- Overhead projector & Screen
- Microphone
- Lectern
- Television
- DVD Player
- Wireless internet in the conference venue is free of charge

SUSTAINABLE CONFERENCING

Central to our business ethics is a commitment to environmental sustainability, and we like to work with our clients to enable them to run greener events and conferences. Some of our initiatives include:

- Electronic (paper-free) management of your event
- Fairtrade coffees and teas
- Locally sourced and produced food for catering
- The use of solid wooden tables in our venue room requires no lined and therefore the need for excessive washing which reduced the use of chemicals and saves water and energy
- Providing stationary on a side table rather than at each place setting to reduce wastage
- Natural daylight in meeting areas

Sustainable development is an on-going pursuit of ours and we welcome any suggestions on how we can improve our efforts.

SPECIAL CONFERENCE PACKAGES

Please contact us for custom made packages for options below

- **Golf Excursion** | Enjoy a laidback lunch followed by a afternoon of golf at nearby Devonvale Golf Estate.
- **Wine tasting and/or wine pairing** | Indulge your taste buds with a specially prepared set menu paired with award-winning wines from the valley.
- **Cooking Demonstration** | Cook up a storm and build some team spirit at an interactive cooking demonstration.
- **Picnic** | Soak up the best of the South African sun and our wonderful views with a leisurely picnic on our lawn.

TERMS & CONDITIONS

- All rates are subject to change without prior notice.
- All rates excludes 14% VAT.
- When a booking is made, that booking will provisionally secure a conference date for 14 days. 50% deposit of the total conference cost is required within 14 days to confirm a booking, failing which the booking will be cancelled.
- To confirm a booking a copy of the signed contract and confirmation of payment must be faxed or email to Landtscap: **Fax** +27 (0)21 865 2736, **Email** info@landtscap.co.za
- A deposit becomes non-refundable 30 days from the reservation date.
- The balance is payable 7 days prior to the event date.
- A 2.5% credit card transaction fee will be charged for payments by credit card.

METHOD OF PAYMENT

Please indicate:

Credit Card: Y/N

EFT/Deposit: Y/N

EFT Payments must be made to:

Carinus Beleggings

Nedbank

Branch Code: 149 821

Account Number: 101795 0636

CREDIT CARD AUTHORISATION FORM

Name of Cardholder _____

Credit Card Company _____

Credit Card Number _____

Expiry Date _____

CCV Number _____

I, _____ accept, in full, the above mentioned **Terms and Conditions** and authorize that the following credit card may be debited, for charges that may be due.

Signature _____ Date _____

BINDING UNDERTAKING

Please indicate your acceptance of the agreement of the above-mentioned Terms and Conditions, by signing in the space provided below.

Name & Surname: _____

Postal Address: _____

E-mail address: _____

Mobile number: _____

Fax number: _____

Signed at: _____ Date: _____

Client: Signature

Landtscap Representative: Signature

Once completed, please fax or e-mail this document and a copy of the deposit slip to **+27 21 865 2736** or send an email to **info@landtscap.co.za** to confirm your reservation.