

# LA PARIS ESTATE

WEDDING PACKAGES



JUNE 2022 - MAY 2023



## YOUR WEDDING AT LA PARIS ESTATE

Thank you for your interest in La Paris Estate and for allowing us the opportunity to provide you and your guests with an unforgettable experience. La Paris Estate is situated just 8km's outside of the historical town of Franschoek and offers a variety of venues and romantic outdoor settings to cater for weddings of all sizes and styles. The breath-taking mountains, perfectly manicured lawns, vibrant gardens and magnificent Oak trees provide a dream-like environment for you and your partner to pledge your devotion to one another.

# OUR VENUES



## THE ROSE GARDEN

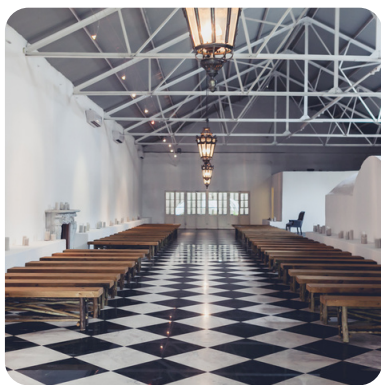
The Rose Garden provides a magical location for an intimate Wedding Ceremony filled with romance. You can declare your love surrounded by entangled Crimson Roses and sheltered by ancient Oak trees. The Rose Garden is also suitable for a champagne breakfast or picnic style luncheon.



## THE ARBOUR

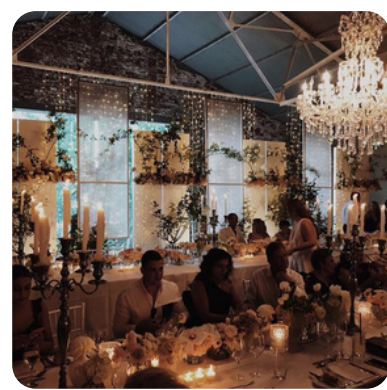
This idyllic outside area with its Wrought Iron Gazebo surrounded by tall luscious hedges with grass underfoot and the mountain standing guard provides the perfect setting for your ceremony.





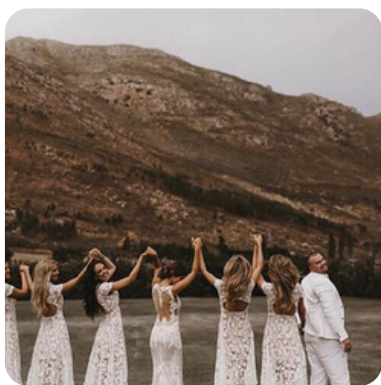
## THE WINERY

The Winery has a historical and glamorous atmosphere. Inside rests a beautiful Black & White checked marble floor beneath intricate hand forged brass lanterns which were rescued from a ruined French Chateau. This venue is suitable for Wedding Ceremonies or Receptions and welcomes up to 120 guests to celebrate an elegant Royal occasion.



## THE LYCEUM

The Lyceum provides a muted canvas with its raw brick, dramatic arch windows and large glass doors. The beautiful crystal chandeliers which reflect on the White marbled floors, add a touch of elegance with tendrils of fragrance that pour into the Lyceum from the beautiful white flower garden. This venue welcomes up to 400 guests for a standard banquet however can accommodate more depending on required set up.



## THE MANOR HOUSE LAWN

A large outdoor area that creates the perfect Cape backdrop for your Special Day and is ideal for Marquee or Bedouin Weddings

**Booking of this venue is subject to reserving all Hotel Rooms.**

*Special quotes will be made according to requirements for other activities surrounding the Wedding, such as, pre-drinks area, Grooms table, etc. There are other areas on the estate grounds that lend themselves to an outdoor Wedding Reception which can be discussed and quoted accordingly.*

# OUR RATES

## CEREMONY RATES

	<b>MON - THURS</b>	<b>FRI - SUN</b>
The Rose Garden	R5 600.00	R16 900.00
The Arbour	R5 600.00	R16 900.00
The Winery	R5 600.00	R16 900.00
The Lyceum	R5 600.00	R16 900.00
The Manor House Lawn	R5 600.00	R16 900.00

## RECEPTION RATES

	<b>MON - THURS</b>	<b>FRI - SUN</b>
The Rose Garden	R11 300.00	R22 500.00
The Arbour	R11 300.00	R17 000.00
The Winery	R30 500.00	R42 000.00
The Lyceum	R41 900.00	R53 000.00
The Manor House Lawn	R30 500.00	R42 000.00

***all rates are excluding VAT***

***Weekday Rates do not apply during High Season (November - March)***

### **The following items are included in the Ceremony & Reception Rates:**

(All rates are excluding VAT)

- Standard Table Set Up items for 80 guests in The Winery and on The Manor House Lawn and 200 guests in The Lyceum. Standard Table Set Up consists of:
  - 10-seater Standard Banqueting Tables with Standard White Tablecloths
  - White Tiffany Chairs
  - Crockery, Cutlery and Glassware for a 3-course Table Setup
  - Standard White Linen Napkins
- Controlled access to our beautiful garden for memorable photographs.
- The Rose Garden & The Arbour include beautiful rustic wooden benches that can seat up to 200 guests.
- Secure parking for all your guests.
- Venue Manager is included in the Reception Rates. A description of what exactly is included in Venue Management can be found on the next page.

*Please note that The Rose Garden, The Arbour & The Manor House Lawn Reception Rates exclude the 10-seater Standard Banqueting Tables with Standard White Tablecloths and additional electrical/generator requirements. These elements can be arranged at an additional fee.*

### **The following items are excluded from the Reception Rates:**

- Ceremony area (see separate pricing)
- Staff
- Catering
- Set Up
- Decor and Flowers for Ceremony & Reception.
- Entertainment
- Additional or alternative tables, chairs, cutlery, crockery and glassware other than those included in the package.
- Pre-drinks Furniture
- Pre-Reception Glassware, Crockery & Cutlery
- Photographer/Videographer
- Additional lighting/Sound/DJ (generator for non-standard lighting, AV, sound requirements)
- Engineering certificate for any temporary structure required for the event.
- Ceremony & Reception beverages and wine (Please note that we stock a full bar and bar arrangement and service need to be supplied by La Paris Estate.
- Coordination - please find options below.

# COORDINATION

**Tier 1 - Venue Manager Fee** - included in the Venue Rates.

Compulsory when hiring any of the venues; the responsibility of the Venue Manager is only relating to the venue.

**Tier 2 - On The Day Coordinator** - R10 000.00

Compulsory should you not have a pre-approved Wedding Coordinator who will be present from set up until the end of the event.

**Tier 3 - Wedding Coordination** - R15 000.00

This entails full coordination for the Ceremony & Reception as well as the duties of the On The Day Coordinator.

**Tier 4 - Full Wedding Coordination** - 10% fee on total Wedding Invoice

The Wedding Planner is involved throughout the planning process of the Wedding and any other related events.

***all rates are excluding VAT***

*An additional document containing further information regarding coordination tiers and prices can be sent per request.*

# STAFF

	<b>Rates</b>	<b>Ratio</b>	La Paris Estate will arrange for a professional floor
<b>Waitrons</b>	R105.00/hour	1:10	manager, barmen and waitrons on your behalf. Staff
<b>Barmen</b>	R105.00/hour	1:50	are required to arrive two hours prior to guest arrival
<b>Floor Manger</b>	R330.00/hour	1:120	and will depart one hour post guest departure.

***all rates are excluding VAT***

# CATERING

All catering will be arranged directly through La Paris Estate and their suppliers. All special dietary requirements can be catered for and arranged according to specifications. Options include Halaal, Kosher, Vegetarian, Gluten-free, etc. External catering can be considered, however, must be approved by La Paris Estate (We can provide you with a list of our preferred suppliers). A Catering Facilitation Fee based on a minimum of R80.00 pp excluding VAT will be charged should you choose to bring in External Caterers.

# WEDDING CAKE

Sketch your own design or send through desired images and we would love to assist in providing you with a quotation. A Cakeage Fee of R15.00 excl. VAT per person attending will be charged should you wish to bring in your own Wedding Cake.

# EVENTS TEAM & ADDITIONAL COSTS

La Paris Estate has a strong, enthusiastic and professional Events Team that will gladly assist in confirming, maintaining and communicating to arrange all aspects of your special day. The following can be arranged and confirmed at an additional cost:

- Minister/Marriage Officer
- Photographer
- Videographer
- Stationary (menus, table no., seating plan, etc.)
- Accommodation
- Hair and Make-up
- Entertainment
- Ceremony/Reception Décor & Floral Arrangements
- Professional Childminder

All suppliers, whether it be catering, entertainment or décor have been carefully selected and are of the highest quality to provide a memorable experience. Add a splash of royalty to your special occasion with our picturesque backdrop, lavish Venues, regal surroundings and serene atmosphere.

## TERMS & CONDITIONS

- All rates are quoted in ZAR (South African Rand) - excluding VAT (15%)
- All rates are non-commissionable and are subject to change without notice unless a contract has been signed.
- Provisional bookings are only accepted if done in writing and will be held on a provisional basis for 7 days. However, should a firm offer be received for the same date during this period, you will have 24 hours to confirm your booking.
- A 50% Non-Refundable Deposit on the total amount quoted along with the signed contract is required to confirm your booking.
- La Paris Estate reserves the right to cancel all services booked if full payment has not been received 2 weeks before the Event.
- A Damages Deposit of R5 000.00 is required with your last payment prior to the event. The full amount will be refunded within 14 days of the event, should no theft or damages have taken place. This includes damages to floors, ceilings and walls by guests or any suppliers brought in from outside by the client (should this have been allowed). Should the damage exceed this amount the client will be informed and billed accordingly.
- The Estate has sufficient parking for your Guests at no charge.
- La Paris Estate has a fully licensed bar facility and will cater for all your beverage needs. Beverage and Bar lists will be provided upon booking for you to make your selection – a final bar list must be confirmed 14 days prior to the wedding/event. A bar deposit will be required for the expected spend at this time, should it not be a cash bar. See detailed Bar terms and conditions stipulated when the contract for the event is signed. Should this timeframe not be met, La Paris will set up the bar with our standard stock list.
- La Paris Estate will either cater for your Event ourselves or will present you with options from one of our preferred caterers. Kosher and Halaal meals are outsourced for supply by reputable establishments. A surcharge will apply for outsourced caterers. All dietary requirements can be catered for, notification must be given 21 days prior to the Event.

- Any extra charges/costs that takes place during set up or on the day of the event needs to be settled on the day of the Event.
- We offer various tiers of coordination; however, should you have appointed your own co-ordinator they will need to be approved by La Paris Estate. Should you not have your own approved co-ordinator or have selected one of our tiers of coordination you will automatically be billed for and receive On-the day Coordination by our Events Team. Coordination needs must be finalised upon booking.
- Should the client require access for own suppliers to set up for the event this will be possible on the day of the Event from 08:00 onwards. Deliveries for the Event can be done the day before during office hours, deliveries to please be discussed and arranged with the Venue Manager. A previous day set up can be arranged during office hours at set up day rates (50% of Venue Hire). The Client is required to ensure the safe working practice of any contractors engaged by the Client with applicable insurance.
- The Client is required to comply with the safety and security procedures and general Rules of Conduct of the Estate.
- Break Down – 1-hour post the event end time booked is permitted for break down. Further breakdown and collection times to be pre-arranged with the La Paris Estate Events Team. No access will be given to the Estate for this purpose unless arrangements are in place and confirmed in writing.
- You have exclusive use of the Reception Venue hired until 00:00 – Additional time can be arranged up till 02:00 at an extra charge for the Venue as well as Staff and Suppliers. Venue hire fee between 00:00 - 01:00 is R4 500.00 excl. VAT and between 01:00 – 02:00 is R9 000.00 excl. VAT. Staff charged extra over to venue fee rates.
- Sound and noise levels will be monitored by Management on the day of the Event.
- La Paris Estate reserves the right to all communal areas on the Estate, no exclusive use of the Estate is allocated to any individual or package.
- No smoking or vaping is allowed in any of the La Paris Venues (indoors) – designated outdoor smoking areas will be allocated.
- Children are welcome at La Paris Estate and in the Accommodation, however parental supervision is required at all times. The Estate has open water features and working vehicles and the responsibility for the safety of children remain with their parents.
- La Paris Estate takes no responsibility for outdoor events affected by weather and the client remains responsible for any extra costs involved should weather affect the arrangements for the Event.

Site inspections are available from Monday – Friday 08:00 – 17:00 and on Weekends by appointment only. Please call and make an appointment to avoid the disappointment of no venues being available due to an event taking place at the time. Mock Set Up or Wine and Food Tasting can be arranged (at an additional charge) by appointment only.





## CONTACT DETAILS

**WEBSITE:** [www.laparis.co.za](http://www.laparis.co.za)

**TEL:** 021 867 0171

**EMAIL:** [events@laparis.co.za](mailto:events@laparis.co.za)

**LOCATION:** La Paris Estate, Wemmershoek Road/R301, Franschhoek. 7600

