

WEDDING FACT SHEET 2020

accommodation • conferences • functions • restaurant • guided hikes • excursions



A warm welcome awaits you at Mbotyi River Lodge...

Our wedding venue offers the perfect ambiance for an outdoor wedding, nestled within the glorious Wild Coast of the Eastern Cape of South Africa. Pondoland's best kept secret is situated at the mouth of the tidal Mbotyi River nestled between the rolling hills, lush tropical forest and the warm Indian Ocean.

As one of the most important occasions of your life, you need personal attention and professionalism. Allow us the opportunity to make your wedding and reception spectacular with our dedicated staff, scrumptious menu and of course ... our stunning venue.

We have put together a quality package, whether a cocktail, lunch or dinner, buffet or al-carte, we will cater to your every need. Get in touch with us and let the preparation begin!

ACCOMMODATION OPTIONS (All includes Bed & Breakfast) Wedding Night Only

Thatches	R 825.00ppns
Lagoon Facing Standard	R 900.00ppns
Sea Facing Standard	R 1070.00ppns
Superior Rooms	R1170.00ppns

Extra Rooms booked without guests there will be a charge of R 1 000 .00 per room per a night.

ADDITIONAL WEDDING MEAL CHARGES

Supplement for wedding night - R180 per GUEST staying in the lodge; Includes canapés.

GUESTS staying in outside cottages – R280 per GUEST for wedding meal.

ADDITIONAL EQUIPMENT HIRE (by own Arrangement)

- . Table and Chair Hire
- . Table cloths and chair covers
- . Crockery and cutlery hire
- . Corkage (R35 a bottle of wine, Premium Liquor will be at a 20% of the retail value of the bottle)

PAYMENT STRUCTURE & PROCESS

DEPOSIT: 50% of the estimated costs required in order to confirm this reservation

PAYMENT: Settlement to be received in full, prior to the start of your function.

Any further outstanding amounts should be settled on presentation of the invoice on departure from the lodge.

INVOICE: A final invoice may be collected from reception on departure

NOTIFICATION OF DELEGATES: Final numbers/rooming list has to be given to the co-ordinator in writing by no later than 72 hours prior to the start of your event. There after we will not be able to accept any changes to your final numbers and these numbers will form part of your final invoice. No Changes will be accepted on the day of the booking.

CANCELLATION:

Non Arrival No refund on deposit

Less than 1 week notice No refund on deposit

1 to 2 weeks' notice 25% refund

2 to 4 weeks' notice 50% refund

DIETARY REQUIREMENTS:

Please Note: Special care needs to be taken when supplying dietary requirements. We enjoy a diverse population in SA and would like to ensure that every GUESTS special requirements are catered for adequately. Please assess your GUEST'S specific dietary requirements. We require 14 working days notice to make the necessary arrangements with our suppliers. Mbotyi also reserves the right to charge an additional fee for these meals when an outsourced supplier is used.

Due to our Kitchen size we are unfortunately unable to cater for Halaal dietary requirements at this current stage.

Wedding Cakes should be prepared off site as our kitchen size is not adequate.

DECORATIONS AND VENUE

Mbotyi River Lodge's staff assists with the back ground running of your wedding , however **we do not** do the decorating set up & breakdown on same night

We strongly recommend that you hire a wedding planner who will be responsible for the setting up of the dining room decorations, tables, etc... and then the cleaning up and un-decorating of the tables and dining room after the wedding dinner has finished.

The lodge runs as a normal breakfast the next day therefore we need to have the wedding decorations removed and packed away after the wedding guests have gone up to the reception in the bar.

CHILDREN & NANNIES

Everybody's different when it comes to the kiddies side of operations at a wedding.

We like to offer two options.

1st being that kiddies have the option of eating earlier than the adults in the kids room with a Nanny.

2nd being that kiddies eat at the wedding tables with their parents.

Kindly note that if you would like to hire a nanny for your children, this has to be arranged minimum of 24 hours in advance (the earlier the better) as we have a select number of Nanny's we can call upon in the area.

Please Note that you will be paying them an hourly rate of R35, the Nanny's are not permanent employees of the lodge and are to be paid direct in cash.

We would love you to spend your special day with us and look forward to hearing from you soon...