



Kloofzicht

LODGE & SPA

2026
Banqueting
PORTFOLIO

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Kromdraai Road, Muldersdrift

Let's Celebrate...

Host life's most important moments at Kloofzicht Lodge & Spa, 30 minutes from the hustle and bustle of the city in the archeologically-rich Cradle of Humankind. Whether you are planning a birthday celebration, family reunion, a company year end party, or celebrating a personal or corporate milestone, Kloofzicht Lodge is the perfect location.

The beautiful scenery, natural vegetation and the abundant wildlife set the mood for a picture perfect, memorable celebration. At Kloofzicht Lodge & Spa, we can accommodate up to 120 guests. Host your event in one of our many venues overlooking the dam and Zwartkops mountain as backdrop or end the evening off under starry skies around the fireplace in our African-style boma.

Event venues at Kloofzicht Lodge & Spa offer an ideal setting for:

Corporate celebrations

Anniversaries

Birthdays

Product launches

Marriage Proposals

Kloofzicht Lodge & Spa is ideal for either the business traveler or leisure guest. Allow the highly trained and experienced staff to take care of all the details to ensure a stress free event. Naturally, the lodge features all the facilities you could want to make your stay particularly rewarding, including an excellent Spa for relaxation and fly-fishing facilities.

You have the option of a venue with applicable venue hire and menus with applicable prices OR opt for one of our carefully curated packages.

Venue Capacity

VENUE	VENUE HIRE	CAPACITY
Sandstone	R 10 000	70 Guests
Sandstone Terrace	R 5 000	40 Guests
Dolomite & Quartz Combined	R 13 000	120 Guests
Dolomite & Quartz Separate	R 6 500	60 Guests
Boma	R 6 500	30 Guests
Emerald & Jade Combined	R 13 000	120 Guests
Emerald & Jade Separate	R 6 500	60 Guests
Wedding Lapa	R 5 500	40 Guests seated
Wine Cellar	R 5 500	25 Guests
Overmeer Bistro	R 7500	50 Guests

PLEASE NOTE THAT THE ABOVE IS SUBJECT TO AVAILABILITY

KLOOFZICHT LODGE & SPA IS A CASHLESS PROPERTY. PAYMENT IS ACCEPTED VIA EFT, DEBIT OR CREDIT CARD, OR SMART PHONE

SEATING CAPACITY	WINE CELLAR	SANDSTONE	DOLOMITE	QUARTZ	EMERALD	JADE	BOMA
Banquet	25	70	60	60	60	60	30
FLOOR DIMENSIONS							
Length – m	1.3	13	10.8	10.8	11	11	10.10
Width – m	3.5	12.9	10.4	10.4	10	10	10.10
Area – Square m	45.5	167.7	112.3	112.3	110	110	102.01
POWER SOCKETS	2	6	5	6	5	5	2
DOORS							
Height – m	2	2	2	2	2	2	n/a
Width – m	1.6	1.6	1.6	1.6	1.6	1.6	n/a
SCREEN							
Height – m							
Width – m	n/a	3	2	2	2.3	2.3	n/a
	n/a	4	3	3	3	3	n/a

Packages

We have designed our curated, budget-friendly packages to deliver a premium, stress-free celebration that maximizes your budget by bundling venue access, gourmet catering, and essential services.

EVENT PACKAGE

A venue that suits the size of your group with our standard Kloofzicht set-up, alcoholic & non-alcoholic welcome drinks, charcuterie cups, three course menu and a tea & coffee station to end the perfect event.

Plated (10 to 120 guests) and buffet (25 to 120 guests) options are available at **R 695 pp.**

BABY & BRIDAL SHOWER PACKAGE

Designed specifically for intimate, cost-conscious celebrations, our specialized shower package offer a sophisticated experience at an affordable per-person rate.

The package includes a **semi-private** venue that suits the size of your group with our standard Kloofzicht set-up, alcoholic & non-alcoholic welcome drinks, finger foods menu and a tea & coffee station to end the perfect event. Available at **R 425 pp.**

Full package details are available on our website or ask your coordinator.



INCLUDED IN THE VENUE HIRE

Our Function Rooms have the capacity of seating up to maximum 120 guests around round tables with a maximum of 10 guests per round table.

The following facilities are included in the charge:

- Full Bar Service
- Buffet area
- Tables and Chairs
- Crockery and a full setting of Cutlery
- Wine & champagne glasses, and ice buckets
- Our standard range of white Table Linen
- White chair covers
- Cake Table
- The presence of a Coordinator or Duty Manager
- Waiters and Barman for a period of eight hours, but not beyond 23h00, from the scheduled time of the function.
- We provide one waiter per every ten guests for plated menus and one waiter per every twelve guests for buffet menus.
- Extra waiters requested will be available at a minimum fee of R 165.00 per waiter per hour.
- The Terrace is available for welcoming drinks.
- Ample parking is available at no additional charge.

NOT INCLUDED IN THE VENUE HIRE

Accommodation – Accommodation for your guests is available as per our tariff sheet. It is advisable to book well in advance. A deposit will be required to confirm bookings.

Menus and Wine List – Kloofzicht does not supply personalized menus or wine lists.

PA system – PA system can be hired in at an additional charge.

Overlays/runners – Overlays can be rented in on your behalf from independent suppliers.

Tie-backs – Tie-backs can be rented in on your behalf from independent suppliers.

Candles – No candles are allowed to be placed directly on the table linen.

Printing- menu cards, wine lists, name cards, seating arrangements and table numbers.

Décor & Flowers – Draping, décor and flowers for the function are not included in the venue hire. External décor companies are not allowed to set up or operate onsite at Kloofzicht Lodge - unless agreed to in writing by management.

For all décor needs, please contact our inhouse décor specialist.



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Please take note of the following:

- We are a fully licensed establishment. Drinks are charged at the rates current at the time of the function. You may select your own wine from our comprehensive range. A bar limit can be arranged as per your request. As a licensed establishment, we regrettably cannot allow drinks of any nature to be brought onto the premises.
- A corkage fee will be charged for beverages - i.e. wines, spirits, liqueurs etc. - that the client wants to bring onto Kloofzicht Lodge's premises for their function. Please note that you may not bring in any beverages that we can supply at Kloofzicht Lodge. R 150 per bottle of wine, R 250 per bottle of spirits and R 400 per bottle of Premium Brand spirits and Luxury wines.
- The Owners, Management and Staff members do not take responsibility for any of the guest or host's belongings or any injuries, damage or loss suffered by any persons, and damage to such belongings, the host waives any claim it may have.
- Please note that our facilities are NON SMOKING.
- RIGHT OF ADMISSION RESERVED.
- Due to the nature of our business, Kloofzicht Lodge cannot restrict access to the hotel by members of the public or our lodge guests.
- Out of consideration for other lodge guests, music volume should be reduced to an acceptable level after 22h00.
- **All décor and flowers should be removed directly after the function. Failing to do so will result in a charge to be raised.**
- All decorations to be discussed with management prior to the function to ensure that no damage is done to the venue.
- We will make every effort to make your day a success. Therefore, in order to avoid confusion and misunderstandings, persons not involved in the final Coordination meeting, should not make changes on the day of the function. Changes should only be made by an authorized person and should be done via the Banqueting Coordinator and no other members of staff.
- All rates quoted include VAT at 15%. All rates are subject to change.
- Children to be under adult supervision at all times – children to be disciplined and not run around the venue.
- Please be advised that a final co-ordination meeting must take place no less than fourteen working days prior to the function date. All details in respect of the function, decided and agreed upon by both Kloofzicht Lodge Management and the client, will and shall only be changed through written communication. These changes may only be made by the due signatories of this document. No verbal changes will be accepted by Kloofzicht Lodge Management after the confirmation of this document.
- Our Banqueting Coordinator is available to see you by appointment.
- Please ensure that once you have booked a viewing time, that reception is informed, before proceeding to the venues.
- Regrettably food tasting sessions are not available, but you are welcome to book for our lunches or dinners to make sure that you are happy with the standard of food served. Bookings are essential.

Terms & Conditions:

- A non-refundable deposit to the value of the venue hire is required within 7 (seven) days of Provisional Booking in order to guarantee your booking. Failure to make payment could lead to Kloofzicht Lodge cancelling the function, unless other arrangements are made with Management.
- The deposit paid only guarantees availability for the date originally booked. It is NOT transferable to another date.
- 50% of the estimated Function Bill is payable the latest 3 (three) months prior to the function day. The balance, including the estimated bar bill, to be paid 14 (fourteen) days prior to the function date.
- The final account for the function will be reconciled and settled on the day of the function or the following morning.
- By paying a deposit you automatically indicate your acceptance of Kloofzicht Lodge's policies, regarding payment, cancellation and postponement.
- Please note that Kloofzicht Lodge & spa is a cashless property. Payment via EFT, debit card and all major credit cards are welcomed.
- Failure to make payments as per clauses 1 to 4 above could lead to Kloofzicht Lodge cancelling the Function.
- Deposits will only be accepted by Credit Card or Direct Bank Transfer. No cheques will be accepted.
- In the case of a Direct Bank Transfer, a proof of payment must be sent to the banqueting Coordinator.
- The reference number issued when the Provisional Booking was made should be noted on all Direct Bank Deposits.
- Final number of guests must be confirmed in writing no less than 14 (fourteen) days prior to the function date, in order to facilitate catering arrangements. Photographer, Disk Jockey etc. to be included in the number of guests. Unfortunately Kloofzicht Lodge cannot credit catering charges for non-arrivals. The number of guests booked for will be charged for, unless numbers increase.
- Anything hired on behalf of the client will be charged directly to the client, plus a 12% handling charge plus VAT.

Cancellation & Postponement Policies:

CANCELLATIONS:

The initial confirmation deposit for the venue hire is non-refundable.

- If the function is cancelled up until 6 (six) months prior to the function, a 25% cancellation fee of the total function account will be charged.
- If the function is cancelled 6 (six) to 3 (three) months prior to the function, a 50% cancellation fee of the total function account will be charged.
- If the function is cancelled less than 3 (three) months prior to the function, a 100% cancellation fee of the total function account will be charged

POSTPONEMENTS:

- Should you postpone your function for whatever reasons, Kloofzicht Lodge will only refund or move the money paid to us onto the new date, once the original date has been booked by another function.
- In the event of the function of the original date not being rebooked by another function, Kloofzicht Lodge will charge a 30% handling fee.

Operational Policies:

- The venue will be available to you from 08h00 on the day of your function.
- Please be advised that all final operational details, as well as cleaning, will be completed by Kloofzicht Lodge, no less than two hours prior to your function.
- Kloofzicht Lodge will accept no deliveries prior to the date of your function unless prior arrangement has been made with the Coordinator.
- No decorating or flower arranging may take place at Kloofzicht Lodge prior to the date of your function.
- We accept no responsibility for any deviation by you from the signed final function sheet.
- We accept no responsibility for poor service deliverance, actions or opinions from third party suppliers, recommended or otherwise.
- All third party supplier details must be made known to Kloofzicht Lodge no later than the final appointment (latest fourteen days prior to the function date.)
- No liquor, other than that supplied by Kloofzicht Lodge may be used at the function. No outside or private catering is permitted at Kloofzicht Lodge.
- The venue is available for a period of 8 (eight) hours from the scheduled starting time of the function, but not beyond 23h00.
- Should you wish to keep the venue and bar open after that time, you will be charged R 2 000 per hour. (This is to cover operation costs.) Up until maximum 02h00 am. Please arrange prior.
- Kloofzicht Lodge reserves the right to close the bar at any time, as its discretion to protect property, guests or staff of Kloofzicht Lodge.
- Kloofzicht Lodge will allocate a Manager as well as staff to run your function. The staff allocation will be done at our discretion and will be to the level that we see functional to run a successful function.
- Kloofzicht Lodge or any of its employees do not accept responsibility for any loss or damage of personal property. All damages caused to the venue (structural), cutlery, crockery, linen and furniture will be charged directly to the client. (Signatory as per the service agreement). Kloofzicht Lodge does not accept responsibility for any loss, damage to personal property or inconvenience due to power failures and/or acts of God.
- Kloofzicht Lodge reserves the right to cancel any bookings (provisional or confirmed) forthwith and without liability on its part in the case of any damage and/or destruction caused to the venue by fire, acts of God, industrial unrest and any other cause beyond the control of Kloofzicht Lodge, which shall prevent Kloofzicht Lodge from performing its obligations. However in these circumstances, Kloofzicht Lodge will make every effort possible with available resources to assist in finding an alternative venue for your function.
- NO fireworks will be allowed on the Kloofzicht Lodge property.
- No live animals will be allowed on Kloofzicht Lodge property.
- No candles are allowed to be placed directly on the table linen. It is your responsibility to ensure appropriate precaution is made in this regard. Candle holders must be wide enough to prevent the wax from dripping onto any of Kloofzicht Lodge's table linen (including linen napkins). Kloofzicht Lodge reserves the right to remove any candles, should such precaution not be taken. Kloofzicht Lodge furthermore reserves the right to charge client (signatory of the service agreement) in full for any damages caused to any table linen as a result of burns or wax drippings.
- Kloofzicht Lodge does not accept responsibility for any damages to decorations should they have to be removed by Kloofzicht Lodge employees.
- All prices are inclusive of VAT and exclude any staff gratuity.

Menu Options:

- Your Group needs to be 25 people or larger to qualify for our buffet options.
- Menus are costed per person. The selection of the menus is available with your banqueting coordinator.
- Buffet Menu – Included in the price per person is a choice of starter and salad buffet, hot buffet and dessert buffet.
- Plated Menu – Included in the price per person is a choice of starter option, main course option and dessert option.
- Alternative Menu's available with the banqueting coordinator, such as a High Tea Menu, Breakfast Menu, Brunch, Braai menu, Spit Braai Menu and much more.
- Alternative catering – For an extensive menu selection, feel free to ask your coordinator and should you wish to make any changes, our chef would be delighted to assist. Halaal and Kosher catering can be arranged at an additional charge, but no more than 10% of your total numbers.



Accommodation Options:

SUPERIOR SUITE



DELUXE SUITE



10 SUPERIOR & 24 DELUXE SUITES

Availability of accommodation cannot be guaranteed. Please ensure that you book your accommodation with your coordinator as soon as possible. Kloofzicht Lodge does not accept block bookings without full prepayment.

19 EXECUTIVE SUITES & 12 X FAMILY SUITES

EXECUTIVE SUITE



FAMILY SUITE



All rooms are equipped with:

A king size or two twin beds, Tea and coffee stations, a Digital safe, Hairdryer, Air Conditioning, Telephone, Mini Bar, TV, Couch, Desk & Fire place. All bathrooms have Hotel amenities.



KING SUITE



THE ROYAL SUITE

1 ROYAL SUITE, 5 KING SUITES & 1 KING DELUXE SUITE

www.guvonhotels.co.za

VISIT OUR WEBSITE FOR BEST POSSIBLE RATES



De Herberg
@KLOOFZICHT



The property consists of five luxury guest units and can accommodate up to 10 guests. From single to king size beds, all rooms have en-suite bathrooms, electric kettle, flat screen TV with DSTV and Free WiFi is available throughout the guesthouse. Furthermore all rooms lead onto the courtyard and has air conditioning. As part of the communal area, relax at the swimming pool, enjoy a braai at the braai and fire pit or cozy up with a book and a glass of wine in the tastefully decorated lounge.