



The

*Royal*

HOTEL

RIEBEEK KASTEEL

### *“Your own Royal wedding”*

With 150 years' experience the Royal Hotel has developed into a very popular wedding destination in the Western Cape. The tranquil and picturesque setting of Riebeeek Kasteel as well as its proximity to Cape Town makes the town a hidden gem that more and more couples choose to be their unique choice of wedding destination.

The Royal Hotel, with daily wedding inquiries caters for the middle to higher section of the market while our prices remain affordable. We offer the perfect setting for those who truly want a special day as well as for endless photographic opportunities, both indoors and outdoors. Due to its history, grandeur and decoration, there is little required to make this setting unique.

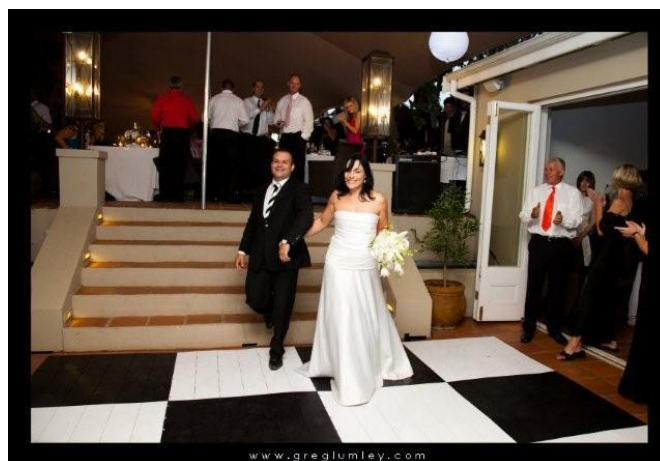
## *Ceremony*

The Royal Hotel offers an expansive garden complete with amphitheatre where the ceremony can take place. There is also the 150 year old barn style conference room, while the church is located just next to the hotel.

## *Pre Reception Drinks*

While the wedding couple go their separate way for the photo shoot after the ceremony, the guests usually gather at the Royal Hotel on our expansive stoep (veranda) with a glass of bubbly and canapés in hand.

Another popular area for guests to relax while the couple are on their photo shoot is our outside bar area, pool deck and outside lounge with breath-taking views across the Riebeek Valley and Kasteelberg.



## *Wedding Reception Dinner & Dance*

Although the whole hotel is at your disposal, most couples choose to have the dinner (and dance) at the lower and upper terrace. Combined with the lounge area which can be opened completely, we can cater for up to 150 guests. All our weddings are unique and the dinners are all tailor made to suite the likes of the wedding couple. With direction from you, we come with suggestions and together we will create your perfect wedding.

## *Rooms*

It is of great importance to the Royal Hotel to make your day special. Therefore we require the wedding party to book out all the rooms of the hotel (10 rooms) making the premises solely accessible to the wedding party and closing the hotel to the general public for the duration of the wedding.

All rooms have been recently renovated to the highest standards and include amongst others full luxury bathrooms, air-conditioning and verandas.





## *One Day Packages*

Hotel will be closed to the public as from 11:30 on the day of the wedding. Only then can set-up commence.

All 10 rooms should be booked for the night of the wedding.

The Royal can, on your behalf process payments of guests staying that night. All room payments must be paid one month prior to the wedding. Outstanding room payments as well the remainder of the quote will be due and payable in full by the client. Should the 50% deposit exceed the amount due for venue hire and accommodation then that amount will be credited towards the total bill.

### Mid-Week Weddings (Mondays to Thursdays)

Basic Rate: R7500 until midnight

An additional fee will be charged from 0:00 to 01:00 of R 1500 and 01:00 to 02:00 of R 2500

Hotel room prices will be charged at seasonal rates minus 10%

### Friday Weddings

Basic Rate: R 10 000 until midnight

An additional fee will be charged from 0:00 to 01:00 of R 1500 and 01:00 to 02:00 of R 2500

Hotel room prices will be charged at seasonal rates minus 5%

### Weekend Weddings (Saturdays & Sundays)

Basic Rate: R 12 500 until midnight

An additional fee will be charged from 0:00 to 01:00 of R 1500 and 01:00 to 02:00 of R 2500

Hotel room prices will be charged at seasonal rates



## Two Night Packages

Hotel will be closed the whole day to the public. Set-up can start from 07H00 while the night before already some items can be delivered.

All 10 rooms to be booked for the night before and the night of the wedding.

The Royal can, on your behalf process payments of guests staying the two nights. If you wish the hotel can send out an email to those allocated by you to occupy the rooms and invite them to book that allocated room with us. All room payments must be paid one month prior to the wedding. Outstanding room payments as well the remainder of the quote will be due and payable in full by the client. Should the 50% deposit exceed the amount due for venue hire and accommodation then that amount will be credited towards the total bill.

### Mid-Week Weddings (Mondays to Thursdays)

Basic Rate: R7500 until midnight

An additional fee will be charged from 0:00 to 01:00 of R 1500 and 01:00 to 02:00 of R 2500

Hotel room prices will be charged at seasonal rates minus 15%

### Friday Weddings

Basic Rate: R 10 000 until midnight

An additional fee will be charged from 0:00 to 01:00 of R 1500 and 01:00 to 02:00 of R 2500

Hotel room prices will be charged at seasonal rates minus 10%

### Weekend Weddings (Saturdays & Sundays)

Basic Rate: R 12 500 until midnight

An additional fee will be charged from 0:00 to 01:00 of R 1500 and 01:00 to 02:00 of R 2500

Hotel room prices will be charged at seasonal rates minus 5%

## Includes

- Venue hire for the entire hotel for the day of the wedding
- Use of tables, chairs, crockery, cutlery and linen of the hotel

## Excludes

- Decorations that the hotel does not provide
- Any tents required by the couple for the outside areas
- Any food and beverage



## Terms & Conditions

- Weddings on public holidays will be quoted separately.
- During all time at the function there will be a person assigned by the client with the authority to take decisions on their behalf (like extending for another hour or raising the bar tap).
- By law any live and/or DJ music must stop at 00H00 (outside areas) and 00H45 (inside areas). After that it is possible to play background music through the hotel's music system. \*Although the hotel is fully licensed for live/DJ entertainment we are bound by the police to not exceed certain limits and therefore reserve the right to demand lowering the volume at all times.
- A (returnable) fee of R4000 will be brought into account for breakage.
- The client will be held responsible for any and all damages whatsoever caused to The Royal Hotel property.
- A 10% service fee will be charged on all F&B items.
- There is no extra hourly bar fee.
- The bar can be bought out at R185 pp. This means unlimited service until midnight (see bar list for drinks included). Drinks will be supplied per serving. No full bottles of liquor will be taken to the tables unless decided otherwise by the management. After midnight the fee is R25pp per hour.
- Except for the wedding cake no food or beverage items will be allowed on the premises. The hotel can supply most wines available in South Africa. Should this not be the case the hotel can decide to let the client bring a limited amount in from outside. In this case a corkage fee of R50 per bottle brought onto the premises will be charged.
- Most of the weddings at The Royal Hotel are coordinated by professional wedding planners. At no extra charge The Royal Hotel can advise on wedding planners depending on your wishes. Should there be no professional involved in the planning we advise to appoint a master of ceremony as contact person between the wedding couple and the duty managers of the hotel for the duration of the function.
- The hotel will be supplied with a detailed itinerary of the function not later than 2 weeks prior to the wedding.
- Wedding bookings become confirmed the moment a deposit of 50% of the venue hire and accommodation is received in our bank account.



- The Royal Hotel takes no responsibility for outdoor events and the client remains responsible for any extra costs involved should a radical shift in the weather affect the arrangements for the function.
- The Royal Hotel does not take any responsibility for decorations or flowers found to be missing during the event or thereafter.

Rates Quoted are:

- Net and non-commissionable
- Quoted in South African Rand (ZAR)
- Subject to change without prior notice
- Inclusive of 14% VAT

Cancellation policy:

- Venue Hire is non-refundable
- Accommodation
  - Up to two months prior to arrival: 75% of reservation value refunded
  - Two to one month prior to arrival: 50% of reservation value refunded
  - One month or less prior to arrival: non-refundable; 100% of reservation value needs to be settled by client
- Wedding Menu
  - Up until two weeks prior 100% refundable
  - Within two weeks prior: non-refundable

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Christina Holt – Wedding Concepts  
Expressions Photography  
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[www.zarazoo.com](http://www.zarazoo.com)

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