

Conference Packages

2015

Full Day Conference – R495.00 (approx. 9 hours)

- Early morning tea/coffee + rusks/muffins
- Mid-morning tea/coffee + sandwiches
- Buffet Lunch
- Mid afternoon tea/coffee + biscuits
- Conference room inclusive of a flip chart, paper and pens, notepads, mints and bottled water

Half Day Conference – R350.00 (approx. 5 hours)

- Early morning tea/coffee + rusks/muffins
- Mid-morning tea/coffee + sandwiches
- Buffet Lunch
- Conference room inclusive of a flip chart, paper and pens, notepads, mints and bottled water

Accommodation (inclusive of breakfast)

Type	Name	Bed	Rate (Single) pppn	Rate (Sharing) pppn
Suites	Rhodes	King Size	R660.00	R660.00
	Livingston	King Size	R660.00	R660.00
Cottages	Bush Camp	1 Bedroom with double bed	R660.00	R660.00
	Lakeview	3 Bedrooms with King Size, Double + 2 Single beds	R660.00	R660.00
	Manor	2 Bedrooms with Double + 2 Single beds	R660.00	R660.00
	Brooker	2 Bedrooms with Double + Singles	R660.00	R660.00
Lodge	Selous	Queen Size	R660.00	R660.00
	Stanley	King Size	R660.00	R660.00
	Cornwallis- Harris	King Size	R660.00	R660.00
Stable Block	Hoby	2 x ¾ beds	R385.00	R385.00
	Modjadji	2 x singles	R385.00	R385.00
	Three	2 x singles	R385.00	R385.00
	Selati	Double Bed	R385.00	R385.00
	Hamley	King Size	R385.00	R385.00
	Roxy	2 x ¾ beds	R385.00	R385.00
	Boris	2 x ¾ beds	R385.00	R385.00
	Bailey	2 x singles	R385.00	R385.00
	Marty	2 x ¾ beds	R385.00	R385.00
	Sheba	2 x ¾ beds	R385.00	R385.00

Dinner at restaurant - R195.00 pp (buffet)

Braai at the Lodge – R195.00 pp (min 10 guests)

Braai at the Boma – R245.00 pp (min 10 guests)

Notes

- All rates are per person per night and include 14% VAT
- All rates are subject to change without notification
- All rates are valid from 1st January – 31 December 2015
- All rates are subject to availability
- There are no breakaway rooms, but delegates may use any outdoor or indoor area, subject to availability at no extra charge

Activities for Corporate Groups

Game Drives: A truly unforgettable opportunity to see and interact with some of Africa's most magnificent animals. View our hippos, giraffe, zebra, impala, blesbok, sable, blue wildebeest, lions, tigers, leopard and many more! An Elephant interaction is included in the rate.

Approximate Duration: 1 ½ - 2 hours.

- R325.00 per person
- **Daily – 09h00; 11h00 and 15h00**

Elephant Walks: Spend a morning walking in the bush with our family of elephants: Three, our female, and Marty and Hannah the toddlers. Experience their natural habitat while you touch and take photos of our free roaming elephants.

Approximate Duration: 1 ½ hours.

- R435.00 per person
- **Daily – 10h00**

Elephant Interaction: Meet our family of elephants – Three, Hanna and Marty - and get to know them in their natural environment.

Approximate Duration: 30 minutes.

- R150.00 per person

Bush Walks: Experience our beautiful surroundings in the most natural way. Walks are at sunrise or sunset. Wear long pants, closed walking shoes a hat and bring water bottles if you can.

- R150.00 per person (approximately 1 hour)
- *Sunrise and Sunset - Please note that the times may vary according to the time of the year)*

“Wild At Heart” Set Tours: Explore your favourite series set and take home photo's to show your friends. This ½ hour tour will take you onto the set where “Wild at Heart” is filmed and into the world of this wonderful series.

- R75.00 per person

PLEASE NOTE

- No fireworks will be allowed on the property – this is law
- No dogs (or other pets) may be brought on to the property
- Hooting and loud music will not be permitted in the drive way and parking area
- Music equipment may not be set up outdoors
- Candles may not be placed directly on to linen and the candleholders should be wide enough to ensure no wax damage to the linen. If so, you will be held responsible for the replacement of the linen
- No permanent alterations are allowed, including nails or hooks in the walls, roof or frames. Any damage to Glen Afric Country Lodge's property including linen, beyond reasonable wear and tear will be charged accordingly

Conference Venue Specifications

Conference Room	
Seating	
U-Shape	22
Schoolroom	45
Cinema	90 (with no centre aisle)
Banquet	60 (6 x 10 seaters – round)
Room Dimensions (in meters)	
Length	11.8
Width	6
Height	2.7
Area – (in square meters)	70.8
Door Dimensions (in meters)	3
Height	2.18
Width	1.75
Air-conditioning	2 x Overhead Fans (No aircon)
Electrics	
No of Power Sockets	7 x double 3 point plugs
Screens	1 x Portable
Height (in meters)	1.9
Width (in meters)	1.8
Flipcharts	2 x Flipchart Stands



TERMS & CONDITIONS CONFERENCES

Furniture and Equipment

The provision of Glen Afric Country Lodge's standard furniture and equipment is at no extra charge. Any additional items should be supplied or hired by the client at their own cost. Should Glen Afric Country Lodge have to hire anything on your behalf, this will be charged to you, plus a 25% handling charge.

Payment Requirements

Payments can be made by EFT, Cash or Credit Cards.

7 Days after Provisional Booking made	50% of the estimated conference bill to be paid
14 Days prior to the Conference	Balance of payment due Final numbers required
Prior to Departure from the Lodge	Additional extras to be settled i.e. bar bill, etc., unless a credit facility has been authorized by Management

Operating Policies

- Glen Afric Country Lodge will not be held responsible for interruptions of services (water, electricity, sanitary services) or any acts of God
- Whilst every precaution will be taken to ensure the safeguarding of your belongings, Glen Afric Country Lodge will not be liable for loss or damage to any property whatsoever (décor props, valuables, etc.).
- Décor and props MUST be removed immediately after your conference, unless alternative arrangements have been made. Any items not removed within 7 days of the conference, will be discarded
- Should Glen Afric Country Lodge buildings, surrounding gardens, décor or napery be damaged by the client or clients' suppliers during the set-up, break down and duration of the conference, the client will be held responsible and will be billed accordingly
- Glen Afric Country Lodge, its employees or any person employed at any function will not be held liable for any loss or injury to persons, due to negligence or any other cause whatsoever
- Glen Afric Country Lodge reserves the right to close the bar at any time, and for any reasons that may be harmful to the property, guests or staff of Glen Afric Country Lodge

Cancellations

- Should the conference be cancelled for whatever reason, within 60 days, but not less than 14 days, a 50% cancellation fee of the estimated bill will apply
- Should the conference be cancelled for whatever reason, within 14 days, a 100% cancellation fee will apply
- In the event of non-payment of the fees within the time specified, Glen Afric Country Lodge shall be entitled to cancel a booking after giving the client written notice and seven (7) days to rectify the situation
- The final number of guests as discussed at the final appointment will be the number charged for unless attendance is greater. Bearing in mind that should this variance be below the minimums mentioned, you will automatically be billed for the specified minimum
- Glen Afric Country Lodge reserves the right to cancel any booking forthwith and without liability on its part in the event of any damage to, or destruction of the venue by fire, shortage of labour, strikes, industrial unrest, or any other cause beyond the control of Glen Afric Country Lodge, which shall prevent it from performing its obligations. In these circumstances every effort will be made
- All changes and cancellations must be in writing