

# RUSOORD WEDDING VENUE



# Welcome!

Congratulations on your engagement and the exciting journey towards your upcoming wedding day! On behalf of Karoo Wedding Venue, we extend a warm and heartfelt welcome to both of you.

Thank you for considering Karoo Wedding Venue as the backdrop for your authentic, out-of-the-ordinary, down-to-earth, and truly Karoo wedding. We are honored to be a part of your love story and are committed to making your special day as magical as you've always imagined.

We understand that planning a wedding can be a whirlwind of emotions and details, and we are here to support you every step of the way. Your dreams are at the forefront of our mission, and we are dedicated to turning your vision into a reality.

At Rusoord Wedding Venue, we believe in flexibility and customization. Nothing is carved in stone, and we wholeheartedly welcome your suggestions and questions. This is your big day, and our goal is to make it uniquely yours, just as you've always dreamed.

We invite you to explore our beautiful venue, envisioning the possibilities it holds for your celebration. Our team is eager to showcase the charm and beauty of Rusoord Wedding Venue, as well as to address any inquiries you may have regarding our wedding options. Please feel free to reach out to us at [rusoord.karoo@gmail.com](mailto:rusoord.karoo@gmail.com) to schedule a visit or discuss any specific details.

We are here to ensure that your wedding planning experience is stress-free and enjoyable.

We are looking forward to hearing from you and can't wait to meet you in person. Let's embark on this wonderful journey together, creating memories that will last a lifetime.

Marlize  
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## **OUR VENUE**

# BUILD YOUR OWN PACKAGE

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## WEDDING CEREMONY

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### *Cowshed*

Seating, podium, registry table & 2 chairs,  
DJ table & 1 Chair

R3 500.00

### *Veld*

Seating, podium, registry table & 2 chairs,  
DJ table & 1 Chair

R5 000.00

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## PRE-RECEPTION AREA - VELD/COWSHED

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### *Outside Cowshed Area*

Seating, glasses, cutlery, crockery & dispensers

R3 500.00

### *Veld*

Cocktail furniture, glasses, cutlery, crockery, dispensers

R5 000.00

Please note that we require a non-refundable booking fee of  
50% to secure your date.

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## RECEPTION AREA - COWSHED

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### *Cowshed*

Tables and chairs to choose from, glasses,  
cutlery, crockery, linen

R5 000.00

### *Woolshed*

Tables and chairs to choose from, glasses,  
cutlery, crockery, linen

R15 000.00

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## VENUE FEE INCLUDES

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### VENUE FEE INCLUDES

Tables  
Chairs | Benches  
Cutlery/crockery/glassware  
Straw Placemats  
White Table Runners  
White Drapings  
Fairy lights  
Toilet paper/towels/soap  
Licensed Bar

### VENUE FEE EXCLUDES

Flowers  
Candles  
Tablecloths & Napkins  
Decor  
Back-up Generator

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## PERSONNEL (WORKING HOURS)

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Waiters | Hourly Rate  R50

*Waiters start from one hour prior to ceremony till closing*

Bartenders | Shift Fee  R1 000

One bartender per 40 people

1 Cleaning staff | Hourly Rate  R50

Cleaning staff start working when pre- drinks commence until closing

Generator Fee  R250 p/u

Please note that the use of above services is compulsory!

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## AFTER HOURS' SERVICES

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Venue fee after 1.00 am | Hourly Rate  R1 000

Waiters | Hourly Rate  R120

Bartender | Hourly Rate  R250

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## MORE INFORMATION

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### **Cleaning Crew**

We clean the venue before you move in and after you move out.

### **Garden Crew**

We are available the day prior to help you move all the heavy tables and chairs to where you want them.

### **Bar Crew**

We are available on the day of your function from 13:00 to 00:00 to serve you at our cash bar.

### **Venue Manager**

I am there to make sure that everything, from the venue's side of things, runs smoothly.



## **Cleaning Crew**

Take note that the cleaning team is not responsible for removing or cleaning decorations or any hired items after your function.

The catering team is responsible for the basic cleaning of the kitchen after it has been used; the catering team is responsible for cleaning all the crockery (Canapés and mail meal) and cutlery used as well as pans, pots, utensils and everything used for catering. The barmen are responsible for the glasses. The cleaning team will remove the rubbish, sweep, clean, and sanitise floors and surfaces, and deep clean appliances for the next catering team that will use the kitchen.

The kitchen is equipped with a stove, ovens, and a grill. The catering team requires their own utensils, pots, pans, chafing dishes, etc. Make sure they know this important information.

No permanent changes or fittings are to be installed without the written consent of the owner.

The bar is excluded from the lease and will trade according to the rules and regulations stipulated by the liquor act of South Africa - no "bootdrinking" allowed. You will be fined ;)

R60 corkage per bottle of white or red wine and champagne on tables.

The manager on duty is purely there to act on behalf of and in the interest of the venue.

Please supply the wood for the ambiance fire burner if you would like to use it.

The manager and yourself (or the nominated person) are responsible for checking all items used during your function. All broken, missing, and or damaged property or items will be deducted from the refundable deposit. A refundable deposit of R5 000 is to be paid before you gain access to the venue.

The venue fee (package-dependent) includes:

Venue – building (Kitchen, Hall, Buffet Area, Bar, Cold-room & Bathrooms)

25 - (10-Seater) Long Wooden Tables	Electric Urn
50 - Venue Chairs	Sugar Bowls
Wooden Benches to seat 150 Guests	Milk Jugs
200 - Standard White Plates	Straw Placemats,
200 - Standard White Side Plates	Lighting
200 - Standard White Desert Bowls	Fairy lights
200 - Silver Knives	Drapes
200 - Silver Forks	Dance Floor
200 - Silver Dessert Spoons	Stage
200 - Silver Teaspoons	
100 - White Coffe/Tea Mugs	
200 - Red Wine Glasses	
200 - White Wine Glasses	
200 - Champagne Glasses	



**OUR VENDORS**

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## **CATERERS**

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Adrienne Southey | +27 82 449 3348

Lientjie Wessels | +27 82 531 6141

Karen Mc Ewan | +27 82 397 8698

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## **DÉCOR HIRING**

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Kobie Joubert | +27 83 288 6543

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## **DÉCOR & FLOWERS**

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Adrienne Southey | +27 82 449 3348

Kyla Flowers | +27 72 801 435

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## **DJ'S**

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Jacques Arendt | +27 82 632 4148

Fanie Bothma | +27 82 961 5559

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## **PHOTOGRAPHY**

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RRAD Photography | +27 71 896 6831

Johanette Photography | +27 82 572 6491

Ané Theron Photos | +27 76 401 0990

Adri Krige | +27 82 413 7984

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## **VIDEOGRAPHY**

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Gypsy videos - Arijana | +27 83 303 8491

Adri Krige | +27 82 413 7984



# INFORMATION

# Information

Build Your Own, Booking Sheet 2024

## NAME OF *PERSON BOOKING AND PAYING*

Cellphone Number

Email

Telephone Number

## NAME OF CONTACT PERSON (IF DIFFERENT)

Cellphone Number

Email

Telephone Number

## REFUND DETAILS

Name

Bank

Branch

Account Number

## FUNCTION INFORMATION

Date of Function

Name of Function (i.e. Sam & Pieter Wedding)

Ceremony Time

Number of guests

**\* Final numbers not later than 3 weeks prior to function.**

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## PERSONNEL (WORKING HOURS)

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Coordination for day until closing  R1 500

Waiters | Hourly Rate  R70

*Waiters start from one hour prior to ceremony till closing*

Bartenders | Shift Fee  R1 000

One bartender per 40 people

1 Cleaning staff | Hourly Rate  R70

Cleaning staff start working when pre- drinks commence until closing

Generator Fee  R150 p/u

Please note that the use of above services is compulsory!

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## AFTER HOURS' SERVICES

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Venue fee after 1.00 am | Hourly Rate  R1 000

Waiters | Hourly Rate  R120

Bartender | Hourly Rate  R250

Remaining balance is payable not later than 14 days prior to function .



