

2020/2021 Daily Conference Packages

DAILY CONFERENCE PACKAGES

FULL DAY CONFERENCE PACKAGE

R475.00 PER DELEGATE

The full day conference package includes room hire from 8am until 5pm; standard conference equipment; two (2) tea/coffee breaks served with snacks; a three course buffet lunch served with one (1) soft drink and tea/coffee; table stationary, mineral water and nibbles per delegate.

HALF DAY CONFERENCE PACKAGE

R375.00 PER DELEGATE

The half day conference package includes room hire from 8am until 12pm or 1pm until 5pm; standard conference equipment; one (1) tea/coffee break served with snacks; a three course buffet lunch served with one (1) soft drink and tea/coffee; table stationary, mineral water and nibbles per delegate.

TRAINING PACKAGE

R325.00 PER DELEGATE

The training package includes room hire from 8am until 5pm; standard conference equipment; two (2) tea/coffee breaks served with snacks; platter finger lunch served with jugs of fresh fruit juice; table stationary, mineral water and nibbles per delegate.

VENUE HIRE RATES

BLAAUWBERG

CINEMA	U-SHAPE	SCHOOL ROOM	CABARET	BANQUET	COCKTAIL
80	28	42	36	60	70



VENUE ATTRIBUTES:

- Natural light; windows are fitted with block out blinds
- Adjustable in-venue lighting
- Individually air conditioned/ heated
- Floor plug points
- Complimentary Wi-Fi
- Can be combined with RIETVLEI
- Floor area | 74.6m²

FULL DAY
R 4 000.00

HALF DAY
R 2 000.00

QUARTER DAY
R 1 000.00

RIETVLEI

CINEMA	U-SHAPE	SCHOOL ROOM	CABARET	BANQUET	COCKTAIL
54	20	24	24	40	50



VENUE ATTRIBUTES:

- Limited natural light
- Adjustable in-venue lighting
- Individually air conditioned/ heated
- Floor plug points
- Complimentary Wi-Fi
- Can be combined with **BLAAUWBERG**
- Floor area | 56.2m²

FULL DAY
R 2 250.00

HALF DAY
R 1 125.00

QUARTER DAY
R 575.00

MELKBOSCH I

CINEMA	U-SHAPE	SCHOOL ROOM	CABARET	BANQUET	COCKTAIL
64	27	24	30	50	60



VENUE ATTRIBUTES:

- Natural light; windows are fitted with block out blinds
- Adjustable in-venue lighting
- Individually air conditioned/ heated
- Floor plug points
- Complimentary Wi-Fi
- Direct access to the conference terrace
- Can be combined with **MELKBOSCH II**
- Floor area | 61.3m²

FULL DAY
R 3 300.00

HALF DAY
R 1 750.00

QUARTER DAY
R 875.00

MELKBOSCH II

BOARDROOM	U-SHAPE	SCHOOL ROOM	CABARET	BANQUET	COCKTAIL
14	12	-	-	-	-



VENUE ATTRIBUTES:

- Natural light
- Adjustable in-venue lighting
- Individually air conditioned/ heated
- Complimentary Wi-Fi
- Direct access to the BELON Terrace
- Can be combined with MELKBOSCH I
- Floor area | 49.7m²

FULL DAY
R 1 750.00

HALF DAY
R 1 000.00

QUARTER DAY
R 500.00

SUNKEN GARDEN

CINEMA	U-SHAPE	SCHOOL ROOM	CABARET	BANQUET	COCKTAIL
80 - 100	-	-	-	24 - 32	50



VENUE ATTRIBUTES:

- Outdoor venue
- Accessible from the BELON Terrace
- Ideal break-away; team building; and/or dinner under the stars venue
- Floor area | 60m²

FULL DAY
R 1 750.00

HALF DAY
R 1 000.00

QUARTER DAY
R 500.00

The aforementioned Venue Hire Rates **exclude** the cost of any additional services you may require. Any additional services provided will be charged for accordingly.

STANDARD EQUIPMENT

The following standard equipment is available and included in the daily conference package:

- A data projector and screen
- One whiteboard and pens
- Two flip charts and pens

ADDITIONAL SERVICES

In addition to the aforementioned standard equipment, the following equipment, upon request, can be hired on behalf of and for the host's cost:

- Microphone and speakers | 1 day hire @ R1 100 per day
- Microphone and speakers | 2 day hire @ R1 650 in total

ADDITIONAL CATERING OPTIONS

Additional tea/ coffee/ fresh fruit juice served with snacks	R 55.00 per delegate
Additional tea/ coffee/ fresh fruit juice station	R 25.00 per delegate
Braai dinner	R 350.00 per person
Buffet dinner (two course)	from R 275.00 per person
Buffet dinner (three course)	from R 350.00 per person
Halaal/ Kosher surcharge	R 125.00 per person per meal ordered
Jug of fresh fruit juice	R 50.00 per jug
Potjie dinner	R 320.00 per person
Potjie team-building cook-off dinner	R 475.00 per person
Snack platters (serving 4 – 6)	from R 255.00 per platter
Table stationary, mineral water and nibbles	R 60.00 per delegate

TERMS AND CONDITIONS

- Conference Package Rates quoted are valid until 28 February 2021.
- Conference Package Rates are quoted on a per delegate basis and include complimentary Wi-Fi, secure undercover parking, and VAT.
- A surcharge equal to R125 per meal will apply for Halaal / Kosher meals, if required.

PAYMENT AND CANCELLATION POLICY

- Upon making a conference booking, full prepayment is required to secure the booking.
- Atlantic Beach Hotel reserves the right to release conference bookings held should full prepayment not reach the Hotel prior to the conference date.
- A 100% cancellation fee of the conference booking value will be charged if the booking is cancelled from five (5) working days prior to the conference start date.