



BAKENHOF

W I N E L A N D S V E N U E

2025 All Inclusive Wedding Package Estimate - 100 Guests (Green Blocks = Compulsory, Yellow Block = Optional)

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Venue Fee - Payable to Bakenhof

Access 12 hours before and 12 hours after the start of the ceremony for preparation, set-up and break-down			included
Exclusive use of welcome lounge, sunset deck with bar, chapel and glass reception area 8 hours, from 16h00 - 24h00			included
Ceremony furniture - 140 white Tiffany chairs, 2 plinths, 1 lectern			included
Pre-dinner furniture - 10 cocktail tables, 40 bar stools, bar structure, oak deck pew seating			included
Welcome lounge furniture - coffee bar, lounge seating, large mirror which can be used as table seating plan			included
Reception furniture - 200 grey chairs, 20 wooden tables, bar structure, DJ booth, 10 plinths, black dance floor, Edison bulb installation, plant wall, furniture and decoration as specified			included
Back-up generator (excluding diesel)			included
Secure parking, wheelchair friendly, Wi-Fi			included
Venue Fee surcharge per guest, more than 100 guests	0	R140,00	R0,00

Staff and Service Fee - Payable to Bakenhof

Setup staff, waiters, barmen, porter, security, breakdown staff and service supervisor (based on 60-100 guests)			included
Staff meals and transport (based on maximum 100 guests)			included
Bakenhof venue manager for the duration of the function			included
Cleaning before and after the function			included
Staff and Service Fee surcharge per guest, more than 100 guests	0	R369,00	R0,00

Wedding Coordination - Payable to Bakenhof

Bakenhof inhouse coordination service - Kick Off meeting, liaison with preferred service providers, price and product negotiations			included
Final meeting +- 5 weeks before wedding to introduce On The Day Coordinator and finalise details			included
Manage ceremony rehearsal afternoon before the wedding day			included
Compile and distribute timeline and program			included
Compile floorplan and manage venue layout			included
Manage and oversee styling, set-up and deliveries			included
Final check of all venue areas after set-up			included
Briefing the MC on order of events and queuing the MC throughout the function			included
Welcome and direct guests			included
Cueing DJ			included
Delivery of bridal bouquet to bride, and pinning groom's boutonniere			included
Cueing groom and groomsmen to enter chapel and bride and bridesmaids to enter chapel, cuing order of events			included
Manage and coordinate order of events and programme			included
Communication with the kitchen regarding the timing of courses			included
Oversee and instruct waiters and staff, communicate with and manage service providers			included
Ensuring photographer/videographer capture key moments			included
Manage breakdown at end of function, sort flowers, rented items to be ready for collection next day			included
Coordinator leaves at end of function			included
Travel/transport			included
Surcharge for larger functions - subject to quotation			R0,00

Exclusive use Bakenhof accommodation & facilities two nights - Payable to Bakenhof

Two night (pre wedding night and wedding night) accommodation for 22 adults and 4 children under 12 in Mountain View Complex (4 Suites) and Garden View Complex (4 Suites) - total 8 Suites, self catering			included
Pre wedding and post wedding : early Check In and late Check Out all Suites			included
Wedding Day : Pamper Parlour and Locker Room for Bride and Bridesmaids to Get Ready			included
Wedding Day : The Den for Groom and Groomsmen to Get Ready			included
Wedding Day : Exclusive use of grounds and rose garden for photos			included

Bar and Drinks (Estimate - subject to increase when ordered at a later stage)

100 small bottles water as arrival drinks	100	included
Pre-reception drinks - Champagne Wall with 52 glasses bubbly in flutes	52	included
Pre-reception drinks - Specialty Gin Wall with Gin Goblets and Condiments for 3 Recipes	40	included
Pre-reception drinks - Mocktail Wall with 52 glasses non alcoholic mixed drink in champagne flute	52	included
Regular beers or ciders for pre-drinks and/or reception	40	included
Regular small cans/bottles of soft drinks for pre-drinks or reception	24	included
40 x Bottles of Bakenhof Sunset Chenin Blanc for pre-drinks or reception	40	included
40 x Bottles of Bakenhof Ruby Red wine for pre-drinks or reception	40	included
40 x Bottles of Paardeberg Cap Classique Rose or Chenin Blanc for Reception toasts	24	included
Fully licenced cash bar available	0	included
Corkage - 750 ml wine or 750 ml bubbly	0	excluded
Corkage on pre reception drinks, own glassware, service and ice to be supplied, calculated on total number of guests	0	excluded
Reception - mineral water for table in decorative decanter	0	excluded
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Catering - Estimate, pending menu, 100 guests and Payable to Service Provider Directly

Pre wedding consultation		included
3 Course for 100 guests, menu to be discussed with caterer (excludes main meals for Service Providers on the evening)		included
100 x Cullery and crockery		included
Travel/ transport		included
Catering Surcharge additional 3 course meal for more than 100 guests	R595,00	excluded

Wedding Cake - Estimate and Payable to Service Provider Directly

Pre wedding consultation		included
3-tier chocolate or vanilla cake, semi-naked or buttercream iced, decorated with fresh flowers or buttercream flowers and a laser cut topper		included
Travel/ transport/delivery		included
Upgrade possible at additional charge payable to caterer directly		excluded

Photography - Estimate and Payable to Service Provider Directly

Pre wedding consultation		included
1 photographer with 8 hours of coverage		included
500 digital images		included
Travel/ transport		included
Upgrade possible at additional charge payable to photographer directly		excluded

Videography - Estimate and Payable to Service Provider Directly

1 Camera operator		included
8 hours of coverage		included
Drone		included
Bride & Groom Preparation		included
Couple shoot		included
First dance and party		included
10 minute cinematic video of your special day		included
Turnaround approximately 6 weeks		included
Travel & Transport		included

Flowers and Décor - Estimate and Payable to Service Provider Directly

One wedding arch with floral design		included
10 x flowers for Chapel isle		included
2 x Confetti holders with rose petals		included
11 x Elegant tablecloths or table runners		included
100 x Linen napkins		included
100 x Underplates		included
11 x Floral holders with medium/large flower arrangements for tables		included
44 x Votives		included
44 x Pillar candles		included
44 x Candlestick holders with candles		included
10 x Table Numbers		included

1 x Bridal bouquet		included
1 x Groom boutonniere		included
Décor and floral set-up		included
Décor and floral break-down		included
Travel/ transport		included
Flowers and décor surcharge for more than 100 guests, estimate only, subject to number of tables and chosen flowers and décor		R0,00
Upgrade possible at additional charge payable to service provider directly		excluded

DJ & Sound - Estimate and Payable to Service Provider Directly

Pre wedding consultation to compile a playlist and decide on key moment music		included
DJ, sound, equipment, microphone for ceremony		included
DJ, sound, equipment for pre-drinks		included
DJ, sound, equipment, microphone for reception		included
Lights on dancefloor		included
Travel/transport		included
Services after 24h00, payable cash on the night, per hour or part thereof	R800,00	R0,00

Optional Miscellaneous Fees

Kitchen Fee - only if you wish to use any other Caterer than the Bakenhof appointed Caterer	R5 000,00	R0,00
Venue and staff overtime/ hour or part thereof (+8 hours from starting time) and after 24h00 - excludes DJ overtime	R9 500,00	R0,00
Early access to venue or premises - more than 24 hours before the start of the ceremony	subject to quotation	
Late breakdown and removal of items from venue - more than 24 hours after the start of the ceremony	subject to quotation	
Additional fees as per Agreement	refer to Agreement	

Total Budget - All Inclusive Package 100 Guests	R407 428,68
Total Compulsory Fees 100 Guests - Green Blocks - Payable to Bakenhof	R217 349,00
Total Budget Optional Fees 100 Guests - Yellow Blocks - Estimate and Payable to Service Provider Directly	R190 079,68
Additional Refundable Breakage Deposit (payable prior to wedding date and for more than 100 guests) - Payable to Bakenhof	R17 000,00
Non Refundable Deposit to Confirm the Venue and Secure the Date - Payable to Bakenhof	R20 000,00

Please Note

All yellow blocks are for budget purposes and subject to increase before the Service Provider has been appointed.

Any item in a yellow block can be excluded from the Package. Items in the green blocks represents the key services offered by Bakenhof, and therefore not negotiable.

To ensure a seamless service, Bakenhof offers compulsory in-house On The Day coordination.

Planning Step 1 is to secure the venue and the date, for which a non refundable deposit is required. The non refundable deposit is included in the total package price, and will be deducted off the balance due.

Once the non refundable deposit has been paid a Confirmation Form issued, and a Kick Off meeting planned, all the optional service providers in yellow blocks will be discussed and yellow block exclusions possible.

This quote excludes stationery, marriage officer, wedding attire and anything not listed above.

Waiters and bartenders perform various additional duties. In order to offer a professional and complete service, the number of staff required is unfortunately not negotiable.

To maintain service standards, only approved external service providers (caterer, barista, DJ, florist, decor) can offer their services at Bakenhof. **Please contact Bakenhof before you appoint external service providers.**

Only Bakenhof Approved Service Providers may offer their services onsite.

The Inclusive Package is in conjunction with selected service providers, subject to availability and appointed by Bakenhof. The service providers may change from time to time.

You are welcome to appoint your own photographer and videographer .

To keep up with constant changing market trends, furniture, fittings and décor may be upgraded or changed from time to time, and may differ from the furniture, fittings and décor viewed.

Accommodation is subject to availability.

Please note our cancelation and change of date policies.

T's and C's Apply

Bakenhof Grape Farm, R45 Road to Malmesbury, Wellington, Western Cape, South Africa
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