



# BAKENHOF

WINE LANDS VENUE

## 2026 All Inclusive Wedding Package Estimate - 100 Guests (Green Blocks = Compulsory, Yellow Block = Optional)

[www.bakenhofweddings.co.za](http://www.bakenhofweddings.co.za) | [venue@bakenhof.co.za](mailto:venue@bakenhof.co.za) | TEL: +27 (0) 21 873 6682 | MOBILE: +27 (0) 72 366 6232 | PO BOX 204, Wellington, 7654

### 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 ( Diesel for Client's Account). Generator required to run Aircon System.	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, service supervisor, security, breakdown staff and other behind the scenes and support staff	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

### Bakenhof In-House Wedding Coordination - Payable to Bakenhof

Annual group price and product negotiations with group Preferred Service Providers	included
Kick Off meeting followed by introduction to Preferred Service Providers	included
Monthly Check In, support and update on couple's selected Service Providers and Payment Plan	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
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, cueing 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
Pre wedding night : communal facility for overnight guests to enjoy open air barbecue ( catering and drink excluded). Regret facility available for overnight guests only.	included
Wedding Day : Day facility only - Pamper Parlour and Locker Room for Bride and Bridesmaids to Get Ready	included
Wedding Day : Day facility only - The Den for Groom and Groomsmen to Get Ready	included
Wedding Day : exclusive use of grounds and rose garden for photos	included

**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 Cutlery and crockery ( if not provided by Décor and Floral Service Provider)	included
Travel/ transport	included
Service Provider meals - 1 course meal to be provided to Coordinator, Coordinator Assistant, Photographer, Videographer, DJ and any other Service Provider who will be present during main meal service - this will be at a reduced rate	excluded
Catering Surcharge additional 3 course meal for more than 100 guests	0 R580.00 R0.00

**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

**Flowers and Décor - Estimate and Payable to Service Provider Directly**

Ceremony - wedding arch with floral design	included
Ceremony - luxe bridal bouquet	included
Ceremony - groom boutonniere	included
Ceremony - 2 x Confetti holders with rose petals	included
Ceremony - 2 x Plinth entrance arrangements	included
Reception for 10 guest tables - floral arrangements ( modern in season luxury flowers)	included
Reception for 10 guest tables and 100 guests - vases for flowers, any napkin, any tablecloth or runner, any table number	included
Reception for 10 guest tables (100 guests) - any 2 plates (under plate, dinner plate, side plate) and any cutlery 3 piece ( knife, fork, spoon)	included
Reception for 10 guest tables (100 guests) - 6 candles per table - any colour - pillar candles work best	included
Bridal Table - impressive luxury arrangement including up to 20 pillar candles in cylinder vases	included
Bathroom and other areas in venue bloomed with small details	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
Optional - additional furniture and décor items to hire	excluded
Optional - draping, suspended flower arrangements, fairy lights, chandeliers, fringes to hire	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	R7 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 / late breakdown - more than 24 hours before or after the start of the ceremony	subject to quotation	
<b>Total Compulsory Fees - Payable to Bakenhof</b>	<b>R233 803,00</b>	
<b>Total Optional Fees - Estimate and Payable to Service Provider Directly</b>	<b>R133 020,00</b>	
<b>Total Budget</b>	<b>R366 823,00</b>	
Additional Refundable Breakage Deposit (payable prior to wedding date and for 100 guests) - Payable to Bakenhof	R17 000,00	
<b>Non Refundable Deposit to Confirm the Venue and Secure the Date - Payable to Bakenhof</b>	<b>R20 000,00</b>	

THIS PACKAGE EXCLUDES DRINKS, PHOTOGRAPHY, VIDEOGRAPHY

Please note our cancellation and change of date policies.

T's and C's Apply