FUNCTIONS FOR COMPANIES

Name of Company:

Contact person:

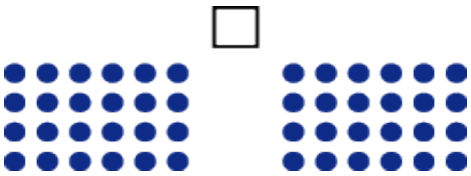
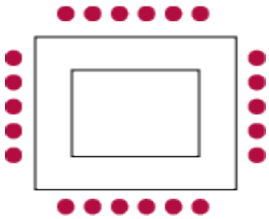
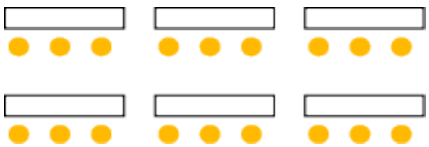
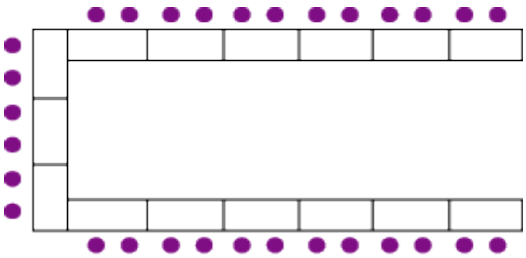
Contact number:

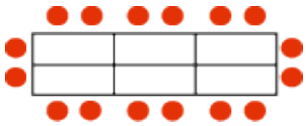
Date of function:

Time of function:

Amount of people:

ROOMS NEEDED	COST	
	N$	
Auditorium		
1. With Airconditioning		
2. Incudes small rooms without aircon		
3. Includes sound engineer		
	Evening: 5 225	
	Full day: 5 750	
Kitchen	630	
Foyer	1 890	
PA Sound systeem in foyer	790	
Foyer and kitchen	2 502	
Room 1 (with aircon and projector)	2 100	
Room 5 (with aircon)	915	
Room 24 (with aircon and projector)	915	
Functions that occur on Fridays and Saturdays (extra charge)	400	(workers)
(If the auditorium, foyer and kitchen are hired together,		
only the costs for the auditorium and the kitchen will be charged)		
EQUIPMENT NEEDED IN AUDITORIUM/FOYER	**AMOUNT**	**ROOM**
Sound engineer needed		
Projector (Pls provide your own computer)		
DVD Player		
CD Player		
Microphone		
Clean stage		
PA Sound systeem in foyer		
EXTRA ITEMS NEEDED FOR SETUP	**AMOUNT**	**ROOM**
Auditorium		
Steel tables on stage		
Overlays		
White tablecloths		
Chairs on stage		

Foyer		
Steel tables		
Overlays		
White tablecloths		
White garden chairs with arm rest		
SETUP NEEDED	**AMOUNT**	**ROOM**
(Setup possible in all rooms except auditoruim) Auditorium Style 		
Square form Style 		
Classroom Style 		
U-Form Style 		

Conference Style 		
EXTRA ITEMS NEEDED FOR CATERING	**AMOUNT**	**ROOM**
Urn big		
Bain Marie: 3 containers		
Electronic tray		
Knives		
Forks		
Desertspoons		
Teenspoons		
Cake forks		
Water glasses		
Wine glasses		
Big plates		
Small plates		
Desert bowls		
Tea/Coffee cups & saucer		
Koffee/Teapot (Stainless Steel)		
Sugarbowl (Big)		
Milk jugs		
Water jugs		
Big kebab buckets		
Spitbraaie		
Umbrellas with stand		
Braaidrom & braai grid		