



WOODHILL

RESIDENTIAL ESTATE & COUNTRY CLUB





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WOODHILL RESIDENTIAL ESTATE AND COUNTRY CLUB GARSFONTEIN ROAD,
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CONTRACT – CORPORATE GOLF DAY

We would like to thank you for booking your Golf day at the Woodhill Country Club

GOLF DAY BOOKING INFORMATION

DETAILS OF GOLF DAY	
Date of Golf day:	
Name of Golf day:	
Name of Company:	
Number of Players:	
* Please select your option:	<input type="checkbox"/> Shotgun-start OR <input type="checkbox"/> Staggered-start
Name and Surname:	
ORGANISER'S DETAILS:	
Contact Number:	
E-mail Address:	
Accounts Details:	
Name and Surname:	
Company VAT Number:	
Company Postal Address:	

* **Note:** Only one of the above-mentioned options may be selected – **Shotgun OR Staggered;**

Shotgun-start: Timeslots for a shotgun-start is 11AM in the winter season (May-August) and 12PM in summer. This will be applicable for a maximum number of 144 players.

Staggered-start: Utilising both the first and tenth tee boxes, the golfers will tee-off in intervals of 10 minutes.

Please note the following:

- Your golf day can only be confirmed on receipt of a signed contract and a non-refundable deposit has been received.
- In order to secure your booking (unless a pre-paid deposit payment has already been made), a non-refundable deposit of R 20,000 is required for green fees and carts and R 10,000 (if applicable) is required for the catering applicable to your golf day.
- 7 (Seven) working days before your golf day, you will be invoiced for all items stated on the function sheet. Full payment required before the event commences.



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STANDARD TERMS AND CONDITIONS

1. Booking Policy

Final golf and catering numbers to be confirmed in writing 7 (seven) working days prior to function.

Food & Beverage prices are subject to variation without notice.

No changes to existing bookings will be permitted 5 (five) working days prior to the event.

No telephonic cancellations and/or alterations will be accepted whatsoever.

Non-compliance with the above will result in the client being responsible for payment of all costs incurred to recover the debt, including attorneys' costs.

2. Cancellation Policy

Cancellation of your golf day to be made in writing to the Golf Director.

100% refund for 3 months' notice / less than 3 months notice 25% refund of estimated total of golf day is payable.

No refund provided if less than 14 working days' notice is provided.

3. Public Holidays

A 15% surcharge will apply to functions held on Public holidays and Sundays.

4. Wet Weather Policy

Should the golf course be deemed unplayable on the day of your event, your deposit may be held for a further event to be held within 6 (six) months of your original booking.

5. Beverage Licenses

Due to licensing laws, we are unable to permit any additional alcoholic beverages being brought onto the premises for private consumption, over and above the two holes allowed by Woodhill. Only a further two holes are permitted to supply alcohol and this stock must be purchased through Woodhill or its catering partners. Any alcohol supplied must be kept to one of the following holes: #2, #4(by the Green), #7, #12 or #15, as specified in our license.

Sponsors of Watering holes and the organiser of the event must acknowledge understanding of these rules with Woodhill and their catering partners before the event takes place. Please insure that you include refreshments for the caddies (35 in total) when making your water hole arrangements at least 7 working days prior to the event.

No caddies will be allowed alcoholic beverages. Woodhill Country Club kindly requests that you adhere to the above as to avoid embarrassment to clients and guests.

6. Non-Alcoholic Beverages

All sponsored holes are welcome to serve non-alcoholic drinks if purchased through Woodhill. Alternatively, a R500.00 corkage fee will be charged per hole for sponsors bringing in their non-alcoholic beverages from outside suppliers.

7. Alcohol Services

Under the Liquor Act alcoholic beverages cannot be served to intoxicated persons. This requirement will be taken into consideration when determining the clients request for serving alcohol.

8. Duration of Function

The discretion to close the bar at a certain time remains with the Manager and Organisers.

9. Noise Restriction

The Club does have a noise restriction time of 22h30 as it is situated in a residential area.

10. Non-Smoking

Smoking is only allowed in those areas specifically designated as "Smoking Area"

11. Food & Beverage

At least 7 (seven) working days prior to your function, we require confirmation of final arrangements of menus and beverage requirements. Please advise us of any vegetarian or dietary requirements at this time. Whilst we make every effort to comply with clients' requests, we will not be held responsible for any adverse reactions to our food by any guest. It is the Organisers responsibility to ensure that their sponsors are aware that all drinks orders for the Sponsored Holes need to be placed with the caterers 7 working days prior to their Golf Day.

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12. Golf Course Rules

The organiser will conduct their corporate golf day event in an orderly manner as to uphold the image and integrity of the Woodhill Club House.

13. Caddies and Carts

Confirmation on the number of caddies and carts required. Must be sent in writing via e-mail, to the Golf Coordinator 15 (fifteen) calendar days prior to the event.

The payment of caddies is the responsibility of the client who needs to make the necessary arrangements to pay on the day of the event. (This item will not be included as part of your account).

14. Cleaning

General cleaning is included in the cost of the function. The organiser may incur additional charges in the instance where an event has updated cleaning requirements that are considered in the opinion of management, over or above normal cleaning requirements.

15. Room Hire

Room hire applies to all our private function rooms. Included in your room hire is the cost of staffing, room set up, white/black linen, table cloths and serviettes as well as the service equipment needed to provide your choice of food and beverage. Apart from your function room, any further use of a room will result in additional charges.

16. Golf Days

All Golf Days will receive a fixed administration fee of R3500.00. This confirms that WCC will be responsible for banner setup, golf cart key handling, scoring and course setup on the day.

17. Function Staff

Waiters will be hired in at an additional cost for functions of 30 guests or more.

18. Extras

Any additional extras, photography, décor, vehicle hire, service providers, etc. will need to be paid directly by the Client due to VAT implications.

19. Shotgun Start

Should you require a shotgun-start, at least 3 (three) weeks' notice will be required in writing by the Client. This must be approved by the Golf Director before the Golf day will be confirmed. Timeslots for a shotgun-start is 11AM in the winter season (May-August) and 12PM in summer. This will be applicable for a total number of 128 players, with a maximum number of 144 players.

20. Branding

All gazebos, banners and/or branding material must be collected within 24 hours after the Golf day. Woodhill does not accept any liability whatsoever after this period.

21. Inclement Weather

The course is situated in a high lightning risk area and all golfers and guests enter the golf course and surrounding areas at their own risk. Being struck by lightning is seen as an act of God, therefore Woodhill CC / PJM Management (Pty) Ltd carry no liability in such an instance. Management accepts no responsibility for any injury or loss of any nature due to a lightning strike.

22. Security

Certain functions may require security personnel to be in attendance. Management reserves the right to apply this condition if seen fit. The cost of security personnel will be the responsibility of the organiser.

23. Liability Disclaimer

The client accepts liability for and shall be responsible for any damage caused to any part of Woodhill Residential Estate and Country Club premises, golf course, golf carts and hire equipment caused by the Client and/or any of the Client's guests and or employees and/or whether or not if such damage or loss is caused by any act, default, omission or neglect of the Client and/or its invites and or guests and/or employees. Such costs shall be paid by the Client to the Woodhill Residential Estate and Country Club on proper written proof of the damage or loss. Should repairs be necessary, these must be completed within one day after the end of the Event by the Client. Failure to effect such repairs may result in the damage being repaired by the Estate, for the Client's account. Repairs impacting on the availability of the venue may result in additional charges to the Client.

BANKING DETAILS:

Bank Name:	Nedbank Limited
Account Holder:	PJM Management (PTY)LTD
Account Type:	Current
Account Number:	1172531714
Branch Name:	Business Pretoria
Branch Code:	198765

ACKNOWLEDGMENT OF ACCEPTANCE OF CONTRACT:

I, _____, hereby acknowledge that I fully understand and accept the terms and conditions set out above.

Capacity: _____ Company: _____

Signature: _____ Date: _____

Witness 1: _____ Witness 2: _____

Woodhill Representative Name and Surname: _____

Signature: _____ Date: _____

Please ensure you complete all required sections and then submit the SIGNED contract to Khari Hauptfleisch:




mm@woodhill.co.za

For any cancellations, please submit your correspondence to Khari Hauptfleisch: mm@woodhill.co.za

- THANK YOU -



Get in touch

 012 998 0011  info@woodhill.co.za  www.woodhill.co.za

