**ANNEXURE F — GOD'S GIFT EVENTS TERMS & CONDITIONS**

These Terms and Conditions form part of your Venue Agreement with God's Gift Events (GGE). They are designed to ensure a safe, enjoyable, and seamless experience for all guests.

By confirming your booking, THE CLIENT (including the bridal couple, bridal party, event planners, and vendors) agrees to uphold all terms below.

**1. GENERAL TERMS**

- The venue accommodates a maximum of 100 guests indoors and 120 guests outdoors.
- Prices are offered as package rates. Excluding individual services will not reduce the package price.
- Events proceed rain or shine. In case of unsuitable weather, designated indoor spaces will be used. No refunds apply for weather-related changes. Kindly refer to attached safety protocol in case of unforeseen rain. (Point 11).
- Rescheduling is at the sole discretion of venue management and subject to availability.
- The retainer is non-refundable once proof of payment is received. Cancellations are governed by the Consumer Protection Act, No. 68 of 2008, and subject to the following schedule:
- 6–24 months before the event: up to 30% of the total booking value
- 3–6 months before the event: up to 50% of the total booking value
- 2–3 months before the event: up to 70% of the total booking value
- 30–60 days before the event: up to 100% of the total booking value, depending on costs, commitments and the reasonable possibility of rebooking the date
- Less than 30 days before the event: up to 100% of the total booking value30–60 days prior to the event: No refund will apply once final RSVP numbers, catering requirements and event arrangements have been confirmed.
- Within 30 days of the event: No changes to confirmed guest numbers will be permitted and no refund will apply in respect of cancellations, reductions in guest numbers or non-attendance.

**2. COMMUNICATION & VIEWINGS**

- All correspondence and changes must be confirmed in writing.

  Verbal or telephonic arrangements are not valid.

- Site inspections must be pre-booked. Mock-up tables incur additional fees and must be requested at least 14 days in advance.
- Missed appointments or cancellations within 24 hours will incur a R500 fee.

**3. EVENT TIMING & ACCESS**

- Standard ceremony start times: September–April: 16:00 / May–August: 15:00.
- Venue access begins at 10:00 am and ends at 12:00 midnight. All guests and suppliers must vacate by this time unless additional hours are pre-paid.
- All God's Gift Events suppliers are booked for a total of 8 hours.
- Event rehearsals are available on Thursdays until 18:00, and Fridays only if the venue is available.
- No cold-room facilities are available for storing food, flowers, or cakes before the event.

**3A. MANAGED VENUE OPERATIONS & MANAGED SERVICE POLICY**

- God's Gift Events operates as a fully managed venue and not as a "do-it-yourself" facility.
- All event layouts, setups, furniture placement, service areas, timelines, décor placement, catering flow, and logistical arrangements are planned, coordinated, and managed by the Venue and its appointed service providers.
- Clients may not independently arrange, modify, relocate, or implement any setups, furniture, service stations, food displays, equipment, décor elements, or operational components on the day of the event without prior written approval from Venue Management.
- The use of privately sourced furniture, equipment, staffing, supervision, vendors, or alternative service arrangements is not permitted unless expressly authorised in writing by the Venue Management.
- All operational and logistical decisions remain at the discretion of God's Gift Events in order to ensure safety, service standards, venue integrity, and the smooth execution of the event.
- Unauthorised arrangements, alterations, or activities may be restricted, removed, or discontinued by Venue Management without liability or compensation.
- Any costs incurred by the Venue as a result of unauthorised arrangements or non-compliance will be for THE CLIENT's account.

**3. CATERING & MENU**

- Menu selections are confirmed upon booking. Individual items may be swapped in consultation with the chef. Food tastings are not available.
- Outside food is not permitted, except for the wedding cake.
- NO takeaways are allowed except for cake portions brought by guests.
- Additional catering equipment or decor items not supplied by GGE will be charged at THE CLIENT's cost.

## 3B. EXTERNAL WEDDING PLANNERS, STYLISTS & COORDINATORS

- God's Gift Events provides its own venue coordination, styling and operational management as part of the applicable package booked.
- Should THE CLIENT appoint an external wedding planner, stylist, coordinator, decor consultant or similar service provider, this must be disclosed to Venue Management in writing before planning commences.
- The role of any external planner or coordinator must be clearly defined and may not replace, override or duplicate the Venue's own coordination, operational procedures, preferred suppliers or package inclusions.
- External planners, stylists or coordinators may not independently appoint or instruct decor, floral or hire suppliers on behalf of the Venue; arrange decor installations directly with third-party suppliers; alter venue layouts, setup plans or operational arrangements; undertake or supervise DIY decor installations; instruct Venue staff or suppliers; or make commitments on behalf of God's Gift Events without prior written approval.
- All decor, florals, hired items, installations and venue-related arrangements must be coordinated through God's Gift Events and, where applicable, its approved or preferred suppliers.
- Where the involvement of an external planner, stylist or coordinator creates additional meetings, administration, setup requirements, staffing, installations or coordination beyond the package booked, additional fees may be quoted for THE CLIENT's account.
- The appointment of an external wedding professional does not expand or alter the inclusions, staffing allocation, setup time, coordination scope or operational structure of the package originally booked.
- God's Gift Events retains final authority over all venue operations, layouts, installations, safety requirements, supplier access and event-day logistics.

**4.GUEST SUITE POLICY**

- The suite is reserved exclusively for the bride and her bridal party to allow for a calm, private preparation space. The suite can only accomodate a maximum of 8 persons for safety and practical reasons
- We unfortunately can't allow children in the suite area.
- Access is available from 10:00 am on the wedding day.
- Early access (before 10:00 am) is subject to a R500/hour fee.
- All personal items must be removed, and the suite vacated BEFORE the ceremony.
- NO furniture, mirrors, or dec or may be moved. A R2500 fine applies for any violations.

**5. VENUE CONDUCT AND SAFETY**

- Guests may arrive no earlier than 60 minutes before the ceremony.
- No parking or driving on grass except in designated areas.
- GGE is not liable for loss or damage to personal or rental property.
- Drones, fireworks, sparklers, candles, and pyrotechnics are strictly prohibited.
- Only fresh/dried flowers, rice, seeds, or popcorn may be used as confetti.
- Smoking/vaping is only permitted in designated areas.
- Children must be supervised at all times and are not permitted near stables or the bridal suite.
- No climbing trees, fences, or embankments.

**6. SERVICE PROVIDERS AND DECOR**

- All additional decor and stationary must be delivered to the venue 2 days prior to the event
- Service providers may access the venue from 10:00 am to midnight.
- Setup must be completed by 12:00 pm, and vehicles removed from the entrance 90 minutes before ceremony time.
- Service providers are considered guests of THE CLIENT and must adhere to dress code (black & white)
- All service providers — including the DJ, photographers and videographers — must be treated as guests for the wedding. The same charges as for any other guest calculated at a per-person rate shall apply. ( Venue Agreement 5.2.5)
- The per-person fee reflects their attendance at the event rather than just the meal itself. It covers the venues facilities, staffing, utilities, and overall hosting requirements associated with having them on-site for event.
- No unauthorized decor hanging (no tape, glue, tacks, or nails).
- Only GGE's in-house florist may supply flowers included in the package.

**7. BAR . & ALCOHOL POLICY**

- No alcohol may be served before the ceremony.
- Only alcohol supplied by GGE is permitted on the property.
- Corkage fees apply for approved external alcohol.
- Alcohol will not be served to minors.
- The venue reserves the right to cease alcohol service if consumption becomes excessive.
- No drinks on the dancefloor.
- The venue operates on a cashless basis (card only).
- Tips for staff are optional but appreciated and distributed at management's discretion.
- Abusive, aggressive, or threatening behaviour toward the owners, our staff, service providers, or other guests will not be tolerated.
- Management reserves the right to refuse service, limit alcohol consumption, or request any person to leave the premises if their behaviour is deemed unsafe or inappropriate.

**8. CLEANUP . & DAMAGES**

- Staff will comence cleaning as soon as guests vacate the premises at the set time.
- All decor and personal items must be removed by 09:00 am the following morning.
- Any damages, violations, or loss will be charged to THE CLIENT.
- The CLIENT assumes full responsibility for all guests' behavior and safety.
- GGE reserves the right to terminate any event immediately should guests behave destructively or violate venue rules — no refunds will apply.

**9. STATIONARY ECT.**

- A seating plan is mandatory for all table setups and picnic baskets. a Tables sits 10 guests. a minimum of 8 guests per table will be permitted. Flower and decor budget are calculated on 10 guests pertable
- To be submitted 14 days before the event.
- 2 Sets of the seating plan and 2 sets of table numbers must be provided to the venue 2 days prior to the event.

**10. WEATHER CONTINGENCY PLAN**

- In the event that indoor shelter becomes necessary, designated buildings will be utilized.
- Should unforeseen rainfall occur, all guests are required to proceed directly to the indoor Chapel.
- Guests are kindly requested NOT assist the God's Gift Events team with the relocation of furniture or decor. Our staff have an established protocol in place and will manage all items in a safe and efficient manner.
- Beverage service will resume as soon as conditions permit.

**11. DETERMINING INDOOR OR OURDOOR SETUP**

- When making the final decision regarding the event setup, multiple factors are considered — not solely the forecasted rain probability — including:
- Actual rainfall on the morning of the event (e.g., damp ground, steady rain, or heavy drizzle) Lightning or thunder activity, even during light rain
- Wind conditions, as speeds exceeding 25–30 km/h may compromise de cor, sound, or overall safety

Ambient temperature, particularly if it falls below 14°C, for guest comfort

- As a general guideline, if there is less than a 40% chance of light rain and no lightning risk, the event will proceed outdoors.
- Please be assured that weather conditions are monitored closely, and every effort is made to host the ceremony outdoors safely.
- However, should adverse weather arise unexpectedly, guests will be promptly directed indoors.
- For safety reasons, staff members cannot be placed at risk by attempting to move de cor or equipment during severe weather conditions.

**12. FINAL NOTE:**

No buses or taxis are permitted on the premises — guests must be dropped off at the main gate.

Guests to park in the allocated areas and not behind the boom at stables.

Thank you for choosing God's Gift Events. We take pride in creating unforgettable forest experiences where every moment reflects nature's grace, heartfelt celebration, and artisan hospitality.