

CENTURION COUNTRY CLUB



Function Information

www.centuriongolfestate.co.za

41 Centurion Drive, Centurion Residential
Estate, John Vorster Avenue, Centurion.

20
23

PRIVATE FUNCTIONS

Dear Event Organizer,

Thank you for your interest in hosting your Private Event with us. Below please find a detailed explanation of the services offered by Centurion Country Club.

Should you require any additional information please do not hesitate to contact us.



WHAT WE OFFER

Our Clubhouse has a panoramic view over the Golf Course.

Elegant air-conditioned facilities.

Outstanding food and professional service.

Excellent security and private parking.

Tailor made conference packages and meeting room packages.

Business class Wi-Fi

Wheelchair access

Generator should there be power outages.

Dine on the patio and enjoy the serene surroundings.

INFORMATION

VENUE HIRE

Homeowners of the Estate are entitled to one free venue hire per year for private use only.
Residents of the Estate are entitled to one discounted venue hire per year for private use only.
Dining Room – R3300.00
Function Hall Bar Area (one venue) – R3300.00
Function Hall Lounge Area - (one venue) - R3850.00
Function Hall Combined - R6050.00
Conference Rooms - R1650.00
Boardroom 1 – R220 per hour (8 pax) or Boardroom 1 & 2 combined - R440 per hour (18 pax)

VENUE HIRE INCLUDES

Our standard white and black linen, cutlery, and crockery.
White chair covers are available at R15 each.
All venues are available up until midnight. Last rounds are called at 23h30 as well as the last song is played at 23h45.
Please note that there is a charge of a R1000.00 per hour after midnight if guests remain in the venues.

WAITER HIRE FEE

1 Waiter for every 10 guests, this is compulsory on all functions and will be billed separately. R60 per hour, with a minimum charge of 8 hours.
Waiters are available an hour before the event for briefing and to complete any last requirements, and remain up to 1 hour after the event to assist in clearing the function.
Barman for functions less than 100 people are charged R545.
Barman for functions more than 100 people are charged R875.
Please note VAT is not applicable to staffing fees.

CATERING

We have various menus available for anyone's budget.
Below are the menus available that we have to offer:

- Breakfast Buffet Menu
- Platter Menu
- Buffet Selector
- Choose your own buffet menu
- Braai Menu
- Plated Menu

Alternatively, our Head Chef is on hand to tailor make a menu specifically for you.

All catering must be strictly done by us. You are more than welcome to bring in your own cake / cupcakes at no extra charge.



INFORMATION

Continued...

BEVERAGES

A cash or master account bar facility is available.

Our corkage fee is, R80 per bottle of wine, R150 per bottle of sparkling wine (MCC) local, R300 per bottle for French champagne, R450 per bottle for speciality beverages with a cost of less than R5000 per bottle, R1000 per bottle for speciality beverages with a cost of over R5000 per bottle.

Only applicable if we are not able to source the required beverages for your function.

With regret no other beverage may be brought in.

SUPPLIERS

You are more than welcome to use a supplier of your choice for decor or flowers should you wish not to make use of ours.

Decor: Event Wizards

George Sutherland (Managing Director) - info@eventwizards.co.za / 0124605335 / 0826555393

Lucien Mostert (Event Planner) - lucien@eventwizards.co.za / 0124605335 / 0765229242

Flowers: Xclusive Events

Carina du Toit (Owner) - vanaardecarina@yahoo.com / 0837098813

VENUE GUIDELINES

All venues are wheelchair friendly.

Nothing may be stuck to any walls, door, or furniture – regardless of material used.

All venues are non-smoking, a fine will be charged per incident.

All venues are equipped with aircon.

AV – TECHNICAL SERVICES

The Function Bar venue has a Projector and screen – roof mounted.

The Dining Room has a screen with a portable projector.

The system connects to a laptop through a VGA/HDMI cable.

Wireless internet is available throughout the Clubhouse.



VENUE CAPACITY ESTIMATIONS

Venue	U-shape	Double u-shape	Schoolroom	Cinema	Boardroom	Seminar	Banquet	Banquet (with dance floor)	Dimensions (Square meter)
Conference room 1	19	N/A	N/A	30	N/A	N/A	N/A	N/A	50
Conference room 2	18	N/A	N/A	30	N/A	N/A	N/A	N/A	50
Conference room 3	14	N/A	N/A	20	14	N/A	N/A	N/A	40
Conference room 1-3 combined	32-40	51-65	50-60	130-150	N/A	48-55	60-80	60	140
Conference room 2-3 combined	20-27	32-42	30-33	80	N/A	28-31	30-40	N/A	90
Boardroom 1	N/A	N/A	N/A	N/A	8	N/A	N/A	N/A	21
Boardroom 2	N/A	N/A	N/A	N/A	12	N/A	N/A	N/A	25
Boardroom 1-2 combined	N/A	N/A	N/A	N/A	22	N/A	N/A	N/A	46
Dining room	25-32	N/A	42-50	130-150	N/A	63-68	80	60	214
Main function hall bar	21-24	30	30-40	80-90	N/A	40-45	60	40-45	110
Main function hall bar lounge combined	N/A	N/A	90-100	250-300	N/A	90-105	120-130	100-110	160

ACCOMODATION

We do have accommodation onsite. Below are the contact details of the 2 properties.

- Leopard Song
Enquire with Joretha van Schalkwyk or Amourushka van Jaarsveld - 010 786 0082 / res@leopardsong.co.za
- Golf suites
Enquire with Craig Warland - 0107860083 / res@golfsuites.net



BREAKFAST BUFFET MENU

Bakers Basket

Muffin, Danish pastry and croissant with preserves

R65.00

Continental Breakfast

Yoghurt, muesli, fresh sliced seasonal fruit,
sliced assorted cold meat and salami
savoury muffin, cocktail rolls, toast

R145.00

Hot Breakfast

Scrambled eggs

Savoury mince, grilled pork sausage, back bacon

Sautéed mushrooms with thyme and onion, herb roasted tomatoes, mixed bean
ragout

R195.00

Something sweet

Waffles, Cream and Berry Compote

R65.00

Please note: Quoted prices are per person. Portion preparation will be done according to the number of guests confirmed. No half portions or deviations from the menu will be permitted.

PLATTER MENU

All platters serve 10 people

Assorted Platter 1

Beef samoosas, moroccan chicken cigars, basted pork riblets, chilli beef rissoles, greek meat balls, chicken drumsticks

R950.00

Assorted Platter 2

Grilled vegetable kebabs, cocktail chicken and mushroom pies, cocktail cheese grillers, crispy chicken strips, beef samoosas

R950.00

Assorted Platter 3

Coconut crumbed chicken wings, boboti spring rolls, chicken samoosas, spicy meat balls, pork chipolatas

R950.00

Vegetarian Platter

Cheese balls, jalapeño rissoles, vegetable spring rolls, mini Greek wrap, cheese and corn samoosas

R950.00

Sandwich Platter

Filled cocktail rolls and sandwiches (chicken mayonnaise, rare roast beef and piccalilli, chutney cheese and ham, mozzarella tomato and pesto, salami)

R750.00

Slider Platter

Beef sliders, chicken sliders, vegetable sliders

R850.00

Wrap Platter

Mediterranean chicken wrap, Asian pulled pork wrap, crispy beef wrap, Greek wrap

R950.00

Sweet Platter

Lamingtons, chocolate eclairs, koeksisters, cupcakes, chocolate brownies

R650.00

Fruit Platter

Freshly sliced seasonal fruit or fruit skewers with honey and yoghurt dips

R650.00

Dry Snack Platter

Dry worse, Biltong and Peanuts

R150.00 p/p

BUFFET SELECTOR

Option 1

1 Roast or 1 casserole, 2 vegetable or salad selections and 1 dessert

R250.00

Option 2

1 Roast, 1 casserole, 2 vegetable selections, 2 salad selections and 2 dessert

R350.00

Option 3

1 Starter, 2 roasts, 1 casserole, 2 vegetable selections, 2 salad selections and 2 dessert

R400.00

Option 4

1 Starter, 2 roasts, 1 casserole, 2 vegetable selections, 3 salad selections and 3 dessert

R450.00

Starters

Chicken livers with toasted panini

Teriyaki and sesame seed chicken wings

Crumbed mushrooms with tartare sauce

Butternut soup served with rolls

Cream of chicken mushroom served with rolls

Potato and leek soup served with rolls

Roast tomato soup served with rolls

Roasts

Rosemary and panko crusted beef sirloin

Whole roast lemon and herb chicken

Deboned leg of lamb

BUFFET SELECTOR Continued...

Casseroles

Beef curry and rice
Beef lasagne
Beef stroganoff with fettuccini
Beef and onion pie with mash
Chicken lasagne
Chicken curry and rice
Orange chicken casserole and savoury rice
Chicken leek and mushroom pie with mash
Grilled line-fish with pilaf rice
Baked hake with cheddar sauce and steamed rice

Vegetarian Casseroles

Vegetable Curry and Rice
Vegetable Lasagna
Spinach and Feta Quiche

Vegetables

Sweet roasted cinnamon butternut
Mashed green beans with potatoes and onions
Cream spinach
Mixed seasonal country vegetables
Broccoli and cauliflower bake
Honey glazed carrots
Salted carrots
Sweet minted peas
Mediterranean vegetable bake

Salads

Greek salad
Potato salad
Curry peach & pasta salad
Beetroot & apple salad
Rainbow coleslaw salad

Desserts

Fresh fruit salad and ice cream
Chocolate brownies with ice cream
Malva pudding with and Amarula custard
Ice cream with chocolate sauce
Chocolate mousse

CHOOSE YOUR OWN BUFFET

Assorted bread rolls and butter included on all choose your own buffet menus

Roasts

- | | |
|---|--------|
| - Rosemary and panko crusted beef sirloin | R95.00 |
| - Barbeque chicken | R60.00 |
| - Lemon and herb chicken | R60.00 |
| - Southern fried chicken | R65.00 |
| - Grilled Lemon and herb line-fish | R85.00 |

Casseroles

- | | |
|---|--------|
| - Beef curry and rice | R95.00 |
| - Beef lasagne | R90.00 |
| - Beef stroganoff and fettuccini | R85.00 |
| - Beef and Onion Pie with mashed potatoes | R95.00 |
| - Chicken lasagne | R75.00 |
| - Chicken curry and rice | R75.00 |
| - Chicken leek and mushroom pie and mashed potatoes | R75.00 |

Vegetables

- | | |
|--|--------|
| - Sweet roasted cinnamon butternut | R25.00 |
| - Green beans with potatoes and onions | R30.00 |
| - Cream spinach | R35.00 |
| - Mixed country vegetables | R35.00 |
| - Salted carrots | R25.00 |
| - Minted peas | R25.00 |

Additional Starch Options

- | | |
|----------------------------------|--------|
| - Samp and beans | R15.00 |
| - Rosemary garlic roast potatoes | R15.00 |
| - Pap | R10.00 |

Vegetarian Selection

- | | |
|----------------------------|--------|
| - Vegetable curry and rice | R75.00 |
| - Vegetable lasagne | R75.00 |
| - Spinach and feta quiche | R70.00 |
| - Quinoa Salad | R65.00 |

Desserts

- | | |
|--|--------|
| - Fresh fruit salad and ice cream | R60.00 |
| - Chocolate brownies and ice cream | R55.00 |
| - Malva pudding with and Amarula custard | R45.00 |
| - Chocolate mousse | R45.00 |

BRAAI MENU

Braai menu 1

Sirloin steak 100g
Boerewors 100g
BBQ chicken drumsticks
Pap and sheba
Mixed salad
Potato salad
Cocktail rolls
Chocolate creameaux
Red velvet cheese cake

R245.00

Braai Menu 2

Rump Steak 200g
Lamb Chops 150g
Chicken Espetada
Pap tart
Corn on the cob
Mediterranean vegetable bake
Greek salad
Potato salad
Garlic bread
Ice cream and chocolate sauce
Pistachio opera slice
Baked New York cheesecake

R280.00

Spit braai menu

Whole lamb on the spit
Roast baby potatoes cocktail onions and button mushrooms cooked in the dripping
Foot long cheese griller slices
Corn tart
Greek salad
Curry peach and pasta salad
Beetroot & apple salad
Cocktail Portuguese rolls
Chilled strawberry cheesecake
Carrot cake
Minted chocolate fudge brownies

R350

BUILD A BURGER BUFFET

150g Grilled and basted chicken breast, beef patty or vegetable patty

Brioche buns

Mixed seasonal lettuce

Sliced tomatoes

Caramelized onions

Pickled dill cucumber

Grilled pineapple

Sliced cheddar

Cheese and mushroom sauce

Hand cut fries or baked potato wedges

R165.00

PLATED MENU

Please note: A maximum of 2 options can be chosen of each course. Final numbers of each chosen dish need to be given 7 days prior to your function.

STARTERS

Compressed prawn and avocado cocktail, crisp salad, creamy herb dressing

R105.00

Beetroot cured salmon, orange and fennel crème fraiche, wild flower and micro green salad

R115.00

Camembert tartlet, red onion and cranberry chutney, green micro herb salad

R85.00

Roast duck breast, crispy duck leg croquettes, cherries, almonds

R115.00

Green pea soup, crispy seaweed, buttered peas, croutons, wild flowers

R55.00

MAIN COURSE

250g Ribeye of beef, potato fondant, crumbed bone marrow, cauliflower puree, candied cherry tomatoes, king oyster mushrooms, baby onions

R315.00

250g Beef fillet, Dauphine potatoes, julienne vegetables, Bordelaise sauce

R315.00

Bacon wrapped chicken breast, feta and peppadew stuffing, steamed broccoli, Spanish potatoes, honey mustard sauce

R185.00

Lamb shank, rosemary potato mash, mustard shallot sauce

R305.00

Salmon, braised leek, wilted kale, tarragon potatoes, pickled butternut, verjuice beurre blanc

R310.00

Pan fried kabeljou, onion rice cake, sweet chilli and mango salsa

R265.00

Red Thai vegetable curry, poppadum, coriander salsa, steamed jasmine rice

R185.00

Mushroom casserole, deep fried cheese balls, savoury basmati rice

R185.00

Butternut gnocchi, roasted butternut, toasted nuts, blue cheese cream sauce

R185.00

PLATED MENU Continued...

Please note: A maximum of 2 options can be chosen of each course. Final numbers of each chosen dish need to be given 7 days prior to your function.

DESSERT

Lemon tartlet

Jellied lemon and lime, baked shortcrust, torched Italian meringue, passion fruit compote

R75.00

Strawberry panna cotta, mixed berry and raspberry coulis

R75.00

Symphony of Dessert

Mini vanilla cheese cake, chocolate brownie, mini fresh fruit pavlova

R85.00

BOOKING CONFIRMATION SHEET

Thank you for your booking at the Centurion Country Club. Please read and complete the following, and return to us as soon as possible to secure your booking. Please initial each page – a full signature is required on the last page.

Please note:

1. At the Centurion Country Club, we specialise in individual, personalised attention to any function and your dedicated coordinator will assist with all planning and menu requirements. All packages can be tailored to suit your requests and make your function a memorable one.
2. It is the responsibility of the client to ensure that all the guests are aware of the Smart Casual Dress Code of the Club.
3. Only once we have received your completed form will we confirm and reserve the venue for you.
4. A 50% deposit is required - if payment is not received the date will automatically be released.
5. Full payment needs to be made at least one week (7 days) before the function for the function to take place. The function will not take place should the full payment not be received.
6. A statement account will be sent after the function for any outstanding costs, this must be paid within 7 days of receipt of the statement.
7. Under no circumstances may you bring your own food and beverage. Our corkage fee is, R80 per bottle of wine, R150 per bottle of sparkling wine (MCC) local, R300 per bottle for French champagne, R450 per bottle for speciality beverages with a cost of less than R5000 per bottle, R1000 per bottle for speciality beverages with a cost of over R5000 per bottle. Only applicable if we are not able to source the required beverages for your function.
8. Final numbers, agendas and menu choices need to be confirmed 7 days before the function. The function cannot take place without this information and our cancellation terms would then be applicable.
9. 72 hours notice is required for special dietary requirements – halaal, kosher, etc.
10. No takeaways are allowed on any menus for any function that is hosted at Centurion Country Club.
11. A complete table plan should be submitted no later than 5 (five) days before the function.
12. Only written cancellations/alterations will be accepted.
13. All decor and IT/AV is to be removed after the function unless prior arrangements have been made.
14. No items may be stuck/attached to any of our walls, doors, furniture, or ceilings, regardless of the type of material used.
15. Any damages that occurred during the function will be charged accordingly and will reflect on the final tax invoice.
16. At no time is Centurion Country Club responsible for any item left behind - banners, decor, etc. It is up to the organiser to ensure all items are removed.
17. Centurion Country Club is not responsible for any deliveries made before the function unless we have signed for the delivery and have a detailed list of items before the delivery arrives.
18. All items that are to be delivered need to go straight through to our Front Desk. After they have been announced to the coordinator, they will be directed to the necessary set-up area.
19. Please note all venues are non-smoking. Violation of this rule will result in a fine. Designated smoking areas are marked.
20. In the case of evening functions, the kitchen will be closed at 21h00 and the venue closes at midnight per the Estate Rules as well as our Liquor Licence. The last round is called at 23h30 and the last song is played at 23h45. The bar promptly closes thereafter and will not be re-opened under any circumstances. A charge of R1000 per hour after midnight is charged until the last guest leaves – this is for the organiser's account. (It is up to the organiser of the function to ensure that all guests leave promptly).
21. Waiters are charged per hour with a minimum of 8 hours – this is a service hire fee and not a gratuity. Waiter service fee is amended according to the number of hours the function has taken.
22. The final waiter service fee will reflect on the final tax invoice sent after the event. The amount may differ to the original quoted amount due to the above.
23. All costs for the specific requirements of your function will reflect in your quotation. Quotations will be amended per requests, and coordinators will update the quotation as many times as you require. Site inspections are used to showcase the venue and its capabilities, and the coordinator cannot be held liable if any costs are not discussed verbally during the site inspection.

EVENT BOOKING INFORMATION

Date of Function		Additional IT/AV Rentals Required	
Name of Company		Data Projector and Screen Required	
Name of Organizer		Sound System and Microphone required	
Cell number of Organizer		Podium Required	
VAT Number of Company		Dance Floor	
Invoicing Details		Menu Selected	
Postal Address		Dietary Requirements	
Telephone Number		Beverages – cash or account	
E-mail Address		Beverages account limit	
Number of Guests (Including facilitators, exhibitors, photographers etc.)		Linen requirements	
Set-up Style required (U-shape, Banquet, Schoolroom, Cinema etc.)		DJ or Entertainment requirements	
Venue		Disabilities	
Additional Décor Required		Where did you hear about us	

EVENT BOOKING INFORMATION **Continued...**

• **CONFIRMATION AND CANCELLATION POLICY**

Your function will only be confirmed and reserved once we have received a completed booking sheet and a deposit.

A 50% deposit is required to secure and confirm your booking within 7 days of receiving your quotation. If the deposit is not received the date will automatically be released without any further communication.

This is a holding deposit and will be deducted from your final account.

Please note that Centurion Country Club reserves the right to charge a cancellation fee, which will be calculated as a percentage of your conference as follows:

- Notice before 60 days prior to the function: No cancellation fee.
- Notice from 60 – 31 days prior: 30% of the total cost.
- Notice within 30 –14 days prior: 50% of the total cost. Notice within 14 or fewer days prior: 100% of the total cost. All prices include VAT. All prices are subject to change, please refer to your quotation. (valid for 7 days)

Additional Terms and Conditions:

In the event of an Event Company/PCO arranging the function on behalf of a client the client is also expected to sign acceptance of our terms and conditions. We are not responsible if any of our information is not passed on by the Event Company/PCO to their client. Any costs not advised to the client will be covered by the Event Company/PCO. Our policies and costing will not be amended due to miscommunication between the Event Company/PCO and their client.

If this contract is completed by an individual on behalf of a company, the company takes full responsibility for the acceptance for all terms and conditions regardless of the designation of the signatory within the company.

Breakages Policy:

Should any breakages or damage to equipment, cutlery, crockery, furniture, fixtures, linen, walls, windows, or any other property at Centurion Country Club occur by guests attending the function, all charges or costs relating to such breakages or damages, including but not limited to replacement costs, rental costs incurred in the event that temporary replacements need to be rented or courier or transport charges, will be for the account of the client. This will be added to the final Tax Invoice.

Indemnity:

Centurion Country Club will not be held accountable for any loss, damage or injury to guests or property. By signature of this form, the Client accepts full responsibility for any damage or losses caused to the Centurion Country Club property, customers or guests whilst using the facility for an Event.

- Persons entering the estate, shall do so entirely at their own risk. Centurion Country Club shall not be liable for its failure to perform in this agreement, if such failure is due to acts of God, industrial/mechanical action, or weather conditions.

I have read and accepted the above points.

In Acceptance of all pages please kindly sign below and ensure each page is initialed:

Private Event /Company

Signature	
Date	
Full name	
Contact number	
Designation	
Company name	

Professional Conference Organizer / Event Company

Signature	
Date	
Full name	
Contact number	
Designation	
Company name	

GET IN TOUCH



Corinne Lloyd

Functions & Conference Co-Ordinator

Contact number: 012 665 9609

Email address: functions@centurioncountryclub.co.za

www.centuriongolfestate.co.za

20
23