

PAPAZ EVENTS 2026

Booking your event STEP-BY-STEP

1



ENQUIRE ABOUT AVAILABILITY

All enquiries and bookings strictly handled via email only.

Date, timeslot (09:00 – 12:00 or 14:00 – 17:00) and preferred venue.

Before paying your deposit, please double-check availability – even within 24 hours – as spots fill up quickly.

2



DEPOSIT

R900 deposit required - deducted from your final invoice amount. In case of cancellation: deposit is non-refundable.

We operate on a first-come, first-served basis, and your booking will only be secured once we receive your deposit.

3



POP AND BOOKING SHEET

Send proof of payment.

Send your booking form - doesn't have to be the final info.

4



8 DAYS PRIOR TO EVENT

Confirm guest count, décor, and meal options. Please share screenshots of décor from our social media pages that you'd like to incorporate into your event.

5



7 DAYS PRIOR TO EVENT

Full and final payment. If proof of payment is not received 7 days prior we will unfortunately not be able to proceed with arrangements.

CONSULTATIONS (by appointment only)

Please note that you can schedule a 30-minute consultation for your event once your deposit has been paid and no more than 2 weeks prior to your event.

We are **unable to utilize phone calls** as a method of communication due to the absence of a track record.

VIEWINGS

You're more than welcome to pop in to view the venue. One of our dedicated staff will gladly show you around.

HOW IT WORKS

We do it all: the decor, setup, catering, waitering and cleaning!

5 Venues (Garden, Sunroom, Orchid, Upper Room, Fynbos)

2 Timeslots on Saturdays: 09:00 - 12:00 & 14:00 - 17:00

NO VENUE FEE

when you book in one of our time slots

R900 DEPOSIT

TO SECURE YOUR BOOKING.

This will be deducted from your final invoice amount.

PRICE PER PERSON:

Includes:

- Your chosen meal option
- Table decor (runners, napkins etc.)
- Flowers for tables
- Flowerwall
- Gift table
- Water Jugs with ice & lemon
- Service Fee

VENUES

Please note that venues are subject to availability.

We kindly ask you to review the minimum and maximum guest capacities specified for each room. Any reservation made with a guest count below the minimum requirement will incur an additional surcharge of R500.



GARDEN

20 - 35 Guests

- Carport and canvas blinds.
- Events will be separated by a movable partition, with walk-in guests seated on the other side.
- Wheelchair friendly
- **Please note: temperatures can get quite hot /cold.**



FYNBOS

30 - 80 Guests

- Biggest venue
- Occupying the **top floor**.
- Private



ORCHID

15 - 22 Guests

- On the building's **top floor**
- Private



SUNROOM

15 - 22 Guests

- Ground floor
- Please note that it is not fully private, as garden guests may pass through.
- Wheelchair friendly
- Only available for afternoon slots



UPPER ROOM

25 - 40 Guests

- **Top floor**
- Private venue
- U-shape only suitable for less than 30 guests
- 2 Long rows for 30 - 40 guests

TIMESLOTS

Saturdays:

We have two timeslots: 09:00 - 12:00 and 14:00 - 17:00 (NO VENUE FEE)

Additional hour to your timeslot: R1800

Afterhours: R6000 venue fee for 3 hours between 18:30 and 22:00 (min. of 35 guests)

Sundays:

Unfortunately, our venue is closed on Sundays.

Weekdays:

NO VENUE FEE if you book between 09:00 and 16:00.

SHOULD YOU LEAVE THE VENUE LATE A PENALTY FEE WILL BE CHARGED.

MEAL OPTIONS

ONE MEAL OPTION PER EVENT - Due to multiple events per timeslot, only one meal option allowed per event. For varied preferences, we recommend the Harvest Table for a seamless experience.

INCLUDED in the meal price p/p:

- Meal option
- Water Jugs with ice and lemon
- Table décor (underplates, glassware, napkins, runners)
- Flowers for the table
- Standard flower wall
- Setup and Breakdown
- Service fee (if between 15 and 40 guests)

EXCLUDED from price p/p:

- **More than 40 guests** - R450 service fee extra as you'll need 2 waiters
- **Less than 15 guests** - **R450 service fee**
- Drinks (see options below)
- Table cloths & Candles
- Other items not mentioned



FRENCH TOAST - R190 P/P

2 Slices of golden fried sourdough French Toast covered with 2 slices of Bacon, Syrup & Garnish.

BREAKFAST CROISSANT WITH CHIPS - R215 P/P

Freshly baked croissant with scrambled eggs, bacon, cheese & tomato & onion relish.

TRIO BRUNCH - R280 P/P

- Muesli bowl with fresh fruit salad, full cream yogurt & honey
- Mini breakfast (scrambled eggs, 2 rashers of bacon, hashbrown, mushrooms, tomato, and toast)
- Mini Chocolate Millionaire

BREAKFAST COMBO - R250 P/P

- Mini Breakfast (scrambled eggs, 2 rashers of bacon, hashbrown, mushrooms, tomato, and toast),
- Juice bottle & Mini Milk tart

MORNING - HARVEST TABLE - R290 P/P

(Minimum required guest count: 15)

Bread and preserves; Cold meat and cheese; Fruit in season; Mini scones; Mini croissants; Heart waffles with syrup; Savoury muffin; Mini quiches; Chocolate Eclair

MINI HIGH TEA - R220 p/p

Served on 3-tier stands

- 4 Savoury (Chicken Rissole, Mini Quiche, Pizza wheels & Springroll)
- 3 Sweet (Mini Milk Tart, Lemon Meringue & Eclair)

EXCLUSIVE HIGH TEA - R285 p/p

Served on 3-tier stands

- 5 Savoury (Chicken Rissole, Mini Quiche & Springroll, Pizza Wheel, Mini Burger)
- 5 Sweet (Mini Donut, Mini Milktart, Mini Lemon Meringue, Chocolate Eclair & Heart-shaped Waffle with syrup)

BURGER AND CHIPS WITH ONION RINGS - R225 P/P

Beef or Chicken patty (must have the quantities of each 8 days prior to event)

BEEF LASAGNA & SALAD - R230 P/P

Lasagna, side salad & mini roll

AFTERNOON HARVEST TABLE - R295 P/P

(Minimum required guest count: 15) -

Bread and preserves; Cold meat and cheese; Fruit in season; Chicken Rissoles; Mini vetkoek and mince; Spring rolls; Chicken strips with sweet chili mayo sauce; Savoury muffins; Mini Milk Tart; Eclair; Heart-shaped waffle with syrup

BOEREKOS - R425 P/P

Appetizer:

Bread table with preserves

Main:

Roast Beef & Chicken Pie

Sides:

Roasted Vegetables, Sweetened Pumpkin, Savoury rice & Roasted potatoes

Dessert:

Malva Pudding & Custard

FOR THE LITTLE ONES - R105 P/P

Meal includes kiddies milkshake/juice

Chicken Strips & Chips OR Margarita pizza

SPECIAL DIETARY REQUIREMENTS - R55 P/P

(gluten free/vegan/vegetarian/halaal etc) -

Additional R55 p/p on the event's meal option

Notify us 8 days prior, as we cannot accommodate dietary changes on the day of the event.

GUESTS SEATED BUT NOT EATING - R100 p/p decor and

service charge (no more than 3 guests per event - NOT ALLOWED WHEN YOU CHOOSE THE HARVEST TABLE MEAL OPTIONS)



Morning Harvest Table

PLEASE KEEP IN MIND THAT THE MEAL'S PRICE PER PERSON ENCOMPASSES MORE THAN JUST THE MEAL OPTION.

DRINKS

- **Coffee Urn and Tea (serves up to 30 guests) - R650**
- **Juice Jug - R80**
Serves 5 glasses | (apple/mixed fruit/berry/orange)
- **Homemade Iced Tea Jug - R70**
Serves 5 glasses
- **Juice Canister - R350**
Serves +-20 glasses | (apple/mixed fruit/berry/orange)
- **Non-alcoholic champagne - R130**
- **Alcoholic champagne (JC le Roux) - R160**
- **Mimosa Bar (alcoholic) - R790**
Serves approximately 25 guests
3 x 1L fruit juice (mixed fruit/berry/orange), 2 x JC le Roux Champagne, 3 x bowls with fresh fruit (seasonal availability)
- **Mimosa Bar (non-alcoholic) - R740**
Serves approximately 25 guests
3 x 1L fruit juice (mixed fruit/berry/orange), 2 x JC le Roux NA Champagne, 3 x bowls with fresh fruit (seasonal availability)
- **Corkage Fee - R45**
Price per bottle | **only wine and champagne** permitted | any other alcohol/drinks to be purchased in the bistro



On the day you're welcome to order drinks from the menu. You will be billed when you receive your drinks.

ADD-ONS TO MEAL OPTION

Savoury Eats - R16 each

Chicken rissole | 2 x Chicken strips | Springroll | Savoury Muffin

Savoury Eats - R20 each

Mini Vetkoekie & Mince | Mini Pizza Wheel | Mini Burger | Mini Quiche

Sweet Treats - R15 each

Mini Milktart | Mini Lemon Meringue | Eclair | Mini scone | Muffin

Sweet Treats - R30 each

Tiramisu cup | Peppermint Crisp Tart cup

Cupcakes - R18 each (vanilla/chocolate)

CAKES AND TARTS

Classic cake (22cm | 2-layer) - R340

Chocolate or carrot cake

Includes flowers in your colour scheme & cake topper (on loan for event)

Peppermint Crisp / Tiramisu Tart - R330

Serves 9 - 16 people

Own cake for consumption - R250

Cake plate fee once-off. Includes cake stand, cake plates & lifter

Own cake for display only - R80

Price includes a cake stand

Naked Cake (20cm | 3-layer) - R750 (Includes flowers for cake decoration & a cake topper) Flavours: Chocolate/Carrot



To bring in your own additional sweet treats a R1200 venue fee will apply.

BALLOON GARLANDS

Round sign included | *Own balloons not permitted*



STANDARD - R270



WATERFALL - R430



HALF MOON - R430



L-SHAPE - R430

EXTRAS

THANK YOU GIFTS

- Cupcake in a box - R35**
With ribbon and 'thank you' tag
- Chocolate brownie - R30**
with 'thank you' tag
- Personalized keyring R30**



No additional cost to bring in your own Thank You gifts.

ADD ONS

- Fresh Flower Crown - R270**
- Balloon Baby Boxes - R180**
- Speaker - R300 hiring fee**
- Big TV screen - R500 hiring fee**
- White Table Cloth - R80 each**
- Dinner Candles - R18 each**



TERMS & CONDITIONS

RESERVATION & PAYMENT

- Deposit**
 - A non-refundable R900 deposit is required to secure your booking. Deposit is non-refundable if cancelled.
- Final Payment & Details**
 - Confirm guest count and event details 8 days prior to your event. Full payment must reflect in our account 7 days before the event.
 - No payment by this time will result in cancellation of preparations. Send proof of payment to papaz@bunchesforafrica.com

Cancellations & Refunds:

Late cancellations after final payment (7 days prior) will not be refunded or credited as preparations will already have commenced.

DÉCOR & VENUE POLICIES

- Décor**
 - Find inspiration on our Facebook, Instagram, or website. Share ideas 8 days in advance; extra charges may apply for special item rentals.
 - If décor inspiration is not provided 8 days prior specific preferences may not be accommodated. Removal of any décor or flowers is strictly prohibited.

Outside Items

- Outside food and drinks are not permitted. R1,200 fee applies if additional treats are approved. Thank You Gifts: Allowed at no extra charge.

Venue Use

- Leaving the venue later than the allocated time slot will incur a penalty fee.
- Late arrival will not extend the event time.

Events Menu Only

- All events are catered exclusively from the Events Menu. The standard bistro menu is not available for events.
- One meal option per event only due to multiple events per timeslot. No changes can be made on the day.

Email: All correspondence about events should be done via email papaz@bunchesforafrica.com. Unable to utilize phone calls as method of communication.

EVENT DAY GUIDELINES

- Late Additions & Changes**
 - Additional guests must be confirmed by the Tuesday before the event (4 days prior to event). Payment for late additions must be made on the same day.
- Bringing in Extras**
 - Thank-you gifts or decor extras may be delivered 15 minutes before the event or dropped off one day prior

ON THE DAY

- Access:** Venue opens 15 minutes before your time slot.
- Dedicated Waiter:** A waiter will assist throughout the event.
- Extra Drinks:** Guests may order drinks individually; bills will be handled separately.
- Smoking Area:** Available in the parking lot by the wooden bench.
- Décor and Flowers:** Removal of any venue décor or flowers is strictly prohibited.