



SOCCER MANIA STANDARD OPTION ENQUIRY FORM

Please reserve your booking by emailing or faxing this enquiry form to us. Your reservation is confirmed upon acceptance of the quotation and receipt of deposit.

Fax to 011 582 3367 or E-mail Tracy Botha: tracy@astrotechconf.co.za

COMPANY DETAILS

Full Company Name _____

Postal Address _____

Postal Code _____

	Vat Registration No:	
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Contact Name & Surname _____

Email Address _____

Telephone No. _____

Alternative Contact No. _____

STANDARD PACKAGE DETAILS

The Standard Option includes Big Screen viewing, Bar snacks, themed function room décor, Themed table décor, a 3-course menu and welcome drinks.

Event Type	Lunch Event	Dinner Event	Other
Date of Function/Event	DD/MM/YY	Alternative Function/Event Date	D/MM/YY
Start Time:	am/pm	End Time:	am/pm
Number of Guests*	Minimum:	Maximum:	
Special Dietary Needs*	No. of Kosher	No. of Halaal	Other
Beverages*	Beverage Limit? Yes <input type="checkbox"/> No <input type="checkbox"/>	Limit Value: R.....	Cash Bar? Yes <input type="checkbox"/> No <input type="checkbox"/>
Catering*	Preferred time for On Arrival Drinks:		am/pm
List any additional requirements	3-Course Cocktail Menu	OR 3-Course Buffet Menu	

Or Select any of these options	Vuvuzela Token Gifts	Music	
	Themed Venue Décor	Themed Table Décor	
	Half Time Entertainment	Drive Assist after event	
	Makarapa materials	Waiters in Soccer attire	

Signature _____ Date _____

Upon receipt of the acceptance of quotation, a tax invoice will be processed. A non-refundable deposit of 10% of the anticipated revenue is required within 7 days of the provisional booking to secure the venue. An amount of R110,00 (excl VAT) per person per day to cover the bar bill and refreshments will be added to all invoices and the final account invoiced for any amounts that exceed this. 50% of the anticipated revenue is required 60 days or more prior to the function date [i.e. an additional 40% to the non-refundable deposit] The final 50% of the anticipated revenue is required 30 days or more prior to the function date. Acceptance of the quotation constitutes acceptance of the AstroTech Conference Centre's terms and conditions.

*A **minimum of 50 delegates** qualify for the package rates. All Kosher and Halaal meals are charged a surcharge of R385-00 (excl VAT) and R235-00 (excl VAT) respectively. For further enquiries please contact Tracy Botha on 011 582 3366.