



HOUGHTON GOLF CLUB

Osborn Road, Corner Grant Avenue, Houghton Tel: 011 728 7337 | Email: events@houghton.co.za

VENUE HIRE

WHERE LITTLE LEGENDS COME TO PLAY!

Hidden in the heart of the Houghton Padel grounds lies a world made just for kids – a bright, buzzing playground where imagination runs wild and fun never stops! From climbing and exploring to laughing and celebrating, it's the ultimate spot for our youngest guests to make memories that matter. Whether it's a birthday bash, a special event, or just a day out, our play zone is where adventure begins and smiles never end!



EXCLUSIVE HIRE

Maximum of 70 guests in total

R5 500.00incl.

Does not include the padel court area, including the courts and seating area.

NON - EXCLUSIVE HIRE

Maximum of 70 guests in total

R3 300.00incl.

This will allow other families to occupy the seating area and the play area.

- The use of confetti and fireworks is strictly prohibited
- Noise and loud music will not be permitted anywhere on the HGC grounds.
- Guests are not permitted to go onto the golf course at any time unless playing a round of golf.
- All functions are limited to a 3-hour period on applicable days. An hour is allocated for setup.
- Rates include one complimentary childminder and one cleaner.
- Décor is limited to the area being used for the function.

BOOKING RESTRICTIONS

NON-MEMBERS:

Monday -Thursday: Between 07:00AM until 20:00PM

Exclusive and Non-Exclusive Use Hire

Friday: 09:00AM - 12:00PM

Exclusive and Non-Exclusive Use Hire

GOLF & APARTMENT MEMBERS:

Monday -Thursday: Between 07:00AM until 20:00PM

Exclusive and Non-Exclusive Use Hire

Friday 09:00AM - 12:00PM:

Exclusive and Non-Exclusive Use Hire

Friday 14:00PM - 17:00PM:

Non-Exclusive Use Hire ONLY

Saturday- Sunday 09:00AM - 12:00PM:

Exclusive and Non-Exclusive Use Hire

Saturday- Sunday 14:00PM - 17:00PM:

Non-Exclusive Use Hire ONLY



THE FUN PART

LET'S GET THE PARTY STARTED!

From fairytale dreams to superhero scenes – we're here to make every celebration unforgettable! Whether you'd like to bring your own creative touch or leave the magic to us, our team will make it happen. Think face painting, jumping castles, party packs, children's entertainment, and so much more!

Whether you're planning a glitter-filled bash for your little princess or an epic quest for your brave young knight, our kiddies' party packages promise smiles, laughter, and memories that will last long after the last balloon pops!

BOOKINGS: events@houghton.co.za | 010 728 7337





MENUS

OUR MENUS

We offer a wide variety of menu options to suit your event. Should you have specific preferences, our Executive Chef can design a custom menu tailored to your specifications.

To ensure every detail aligns with your vision, a meeting will be arranged with our chef to discuss your requirements.

Please note that menu pricing is subject to change without prior notice.

EXTERNAL CATERING

External Catering Policy:

• External caterers are ONLY permitted for religious reasons (i.e. Kosher/Halaal) and are subject to the discretion of HGC.

External Catering Surcharge:

- R80.00 per adult.
- R40.00 per child under 12 years old.

Requirements for External Caterers:

- External Catering Companies must be certified and hold a valid Health & Safety Certificate.
- External caterers are granted access to the Preparation Kitchen to set up their satellite kitchen, provided their function permits it.
- If multiple functions occur on the same day, HGC will endeavor to accommodate the external caterer.
- HGC can provide trestle tables for use by the
- The caterer is responsible for the setup and breakdown of the trestle tables and their own equipment.
- The caterer must provide their own equipment, bins, and clear the area afterward.
- External caterers must provide their own chafing dishes, crockery, cutlery, serving dishes, spoons, and tablecloths for the satellite kitchen and buffet setup.
- Clean-Up Responsibility: The caterer must leave all kitchen and working areas in the same clean condition as they were found.
- Outdoor Cooking: When using outdoor braai or cooking facilities, surfaces must be protected, and all areas must be cleaned afterward.



BEVERAGES & WAITERS

BEVERAGES

Beverage Policy:

- All beverages must be purchased from HGC. No external beverages are allowed, except for personal branded waters.
- Events are quoted per head for drinks and invoiced based on actual consumption after the event if you prefer not to operate a cash bar.
- On your instruction, we offer the following beverage options:
 - Premium Full Bar: High-end products
 - Standard Full Bar: Hard and soft beverages
 - Local Bar: Only beers, ciders and wines No hard liquor
 - Non-Alcoholic Bar: Soft drinks, waters, juices, and non-alcoholic beverages

The above bar options can also operate as a Kosher Bar.

- A request can be made for certain items to be excluded from the bar list.
- Clients are welcome to set a limit on the total bar expenditure for their account, with the full bar amount paid in advance.
- To maintain control of the bar account, regular reconciliations will be supplied throughout the event.
- A current list of bar prices is available upon request.
- Should you wish to bring in an external bar service company, HGC will still provide all beverages, while the bar service company will be responsible for supplying specialty glassware and garnishes.
- If an external beverage station is brought in through your supplier, the following surcharges will apply:
- R3 000.00 flat fee for a non-alcoholic welcome station or for a tea and coffee station.

This fee applies individually to each station, not both.

WAITERS

Waiter Service Policy:

- HGC will provide the waiters.
- Waiters are quoted at 7 hours and charged based on actual hours worked, with a minimum charge of 7 hours. Extra hours are charged at R140.00 per hour.
- · Outside wait staff are not permitted on the premises.
- The number of waiters provided is non-negotiable as it is essential to ensure the smooth running of your event.
- Waiters will commence 1-2 hours prior to the event for set-up and will finish after the event.
- Waiters are charge per hour on the following ratio: 1 waiter per 20 adult guests



TERMS & CONDITIONS

FUNCTION SHEET

Your requirements must be updated on the function sheet provided by the event coordinator and not in an email.

Your final function sheet is due **7 days** before the event and a final invoice for payment will be sent to you.

All prices and services are subject to change without due prior notice.

I hereby accept the above terms and conditions.

Name and Signature Date

Once the deposit is received we take this as confirmation that you agree with our T&C on our events brochure even if you have not signed it.

DEPOSIT

The date you have requested will be booked once:

- The Venue Hire and Refundable Breakage Deposit are received in our account.
- Confirmation of your booking will only be confirmed once we have received your proof of payment.
- The balance of the invoice is to be paid 7 days before the event.

CANCELLATION

Should you cancel your event within the below times then you will forfeit the following % of your deposit.

Prior to 3 months = 0% of the full deposit
Within 3 months = 50% of the full deposit
Within 2 months = 75% of the full deposit
Within 1 month = 100% of the full deposit

BANK DETAILS

Name of Account: **Houghton Golf Club**Bank: **First National Bank**

Bank: First National Bank
Branch code: 250542

Account number: 62782576585

GENERAL RULES

- Local municipality laws pertaining to music must be followed.
- HGC is, by law, a non-smoking venue. Guests may only smoke in the designated outdoor areas, where ashtrays are provided.
- Reporters or Press Representatives may only be present in their private capacity and no press reports or films may be released without the approval of The Houghton Golf Club CEO.

RISK | LOSS | DAMAGE

Houghton Golf Club:

Shall not be liable for damage or loss of goods which have been supplied by the client or outside hiring companies to The Houghton Golf Club and accordingly, the client indemnifies The Houghton Golf Club against all and any claims in respect

thereof. Shall not be liable for any damage or injury caused by whatsoever nature and howsoever arising and/or suffered by the client or any person attending the function, and/or any third party, and the client indemnifies and holds The Houghton Golf Club harmless against any such damage and/or injury that may be suffered by the client, any person attending the function and/or any other third party. Shall not be liable for any damage caused to any vehicles belonging to the client and/or other third parties except insofar as the damage is caused intentionally or the Houghton Golf Club is grossly negligent in causing such damage. Accepts no liability for any loss, damage or consequential loss caused by Houghton Golf Club's failure to perform its obligations whether the failure is due to negligence on the part of Houghton Golf Club, its officers, its employees or sub contractors or due to any other causes). Neither Houghton Golf Club, its members, officers, employees or sub-contractors shall in any way, manner or form be liable under any circumstances for any loss or damage of any nature, including loss of profits, loss of business, or for any indirect, special, incidental or consequential damages of any kind in respect of these terms and conditions or otherwise, even in the event that The Houghton Golf Club has been advised of the possibility of damages. Reserves the right to claim from the client for any damage or damages caused to The Houghton Golf Club property