

# Say I Do...

CAPE TOWN • WESTERN CAPE • SOUTH AFRICA

# 12A

## THE TWELVE APOSTLES

HOTEL AND SPA



## Your Journey of a Lifetime... It Starts Here

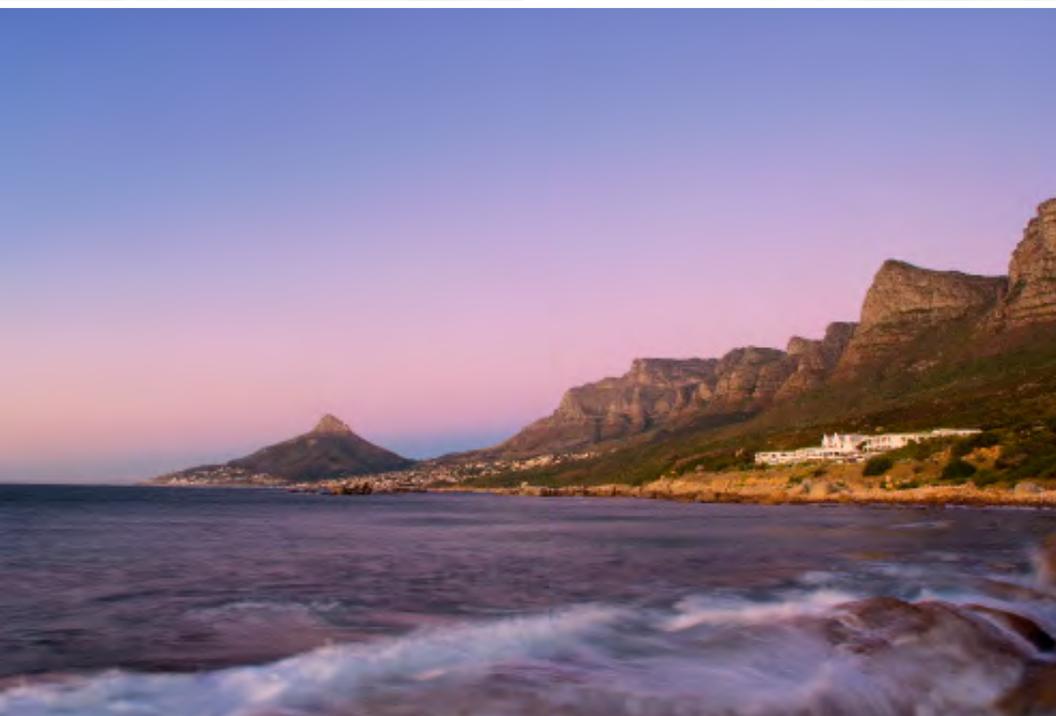
The first step to successful wedding planning is finding the perfect venue. For the most romantic and memorable wedding, The Twelve Apostles Hotel and Spa is guaranteed to fulfil every desire – after all, it was ranked as one of the **‘Best Hotels in Africa’ in the Condé Nast Traveler Readers’ Choice Awards 2014.**

The hotel is situated on Cape Town’s - if not the world’s - most scenic route, nestled between the majestic Twelve Apostles Mountain range and guided by an incandescent marine reserve. This magnificent setting is suitable for a range of wedding options.

Professional and friendly staff are on hand to organise the big day and to ensure that each couple experiences the perfect wedding. From flowers to entertainment and customised menus, the dedicated wedding co-ordinator will assist the bride with planning even the smallest detail as a complimentary service Twelve Apostles offers.

At The Twelve Apostles your choices are endless when it comes to planning your special day and the dedicated team is passionate about the service they provide. Whether it’s a big affair or a small, intimate destination wedding, Twelve Apostles will do whatever it takes to treat you like royalty and offer the most romantic and exclusive wedding that you could possibly dream of.

*“No request is too large, no detail too small”*





## WEDDINGS AT THE TWELVE APOSTLES HOTEL AND SPA

Weather dependent, Ceremonies are held under a gazebo in the fragrant, indigenous Fynbos Garden, where couples may exchange vows amidst uninterrupted views of the glistening ocean and a magical mountain backdrop. This enchanting setting accommodates eighty guests, offering the perfect space for pre-reception drinks, and sets the scene for photo opportunities to capture the spirit of this special day to create the perfect wedding album to page through in years to come.

Celebrate with a stylish reception at the Atlantic Terrace Marquee – the ideal venue for a dazzling wedding that also caters for up to eighty guests. This impressive semi-permanent space offers unsurpassed sea views with its open marquee that invites salty sea breezes and glorious sunsets to spill directly into the main seating area. The all-white, neutral palette venue requires very little additional décor, allowing brides to put their unique stamp on it to reflect their own personality and taste.

On trend with the best weddings in the world, exciting options include details such as ‘smoked sorbet service’ for the bridal couple who would like to surprise their guests with an even more exciting dining experience.

## OUR GIFT TO YOU - THE HONEYMOON SUITE

Each newlywed couple receives the following:

- A complimentary one night stay in Superior Sea-Facing accommodation on the wedding night
- Romantic rose petal turndown
- His and Hers luxurious monogrammed bath towels to take home
- A bottle of Bouchard Finlayson white wine with a personalised wedding label
- Complimentary first anniversary dinner in the award-winning Azure Restaurant, with a delicious 3-course set menu, excluding beverages

## OUR VENUES

Ceremony:	The Fynbos garden with Gazebo is available for intimate ceremonies
Pre-reception:	Guests can enjoy cocktails and canapés in the Fynbos garden – the perfect backdrop for group photos
Reception:	The magnificent Atlantic Terrace Marquee is the perfect venue for a memorable reception
After Party:	The Lions Head Room is available to those who wish to extend their wedding festivities with an “after party celebration”

## VENUE HIRE - CEREMONY AND PRE-RECEPTION

The couple will enjoy complimentary use of the Fynbos gardens for the ceremony (subject to weather conditions), which is situated within the hotel’s private gardens and seats a maximum of 80 guests.

### Venue hire includes:

- Cushioned benches for guest seating
- A beautiful Gazebo for the ceremony
- Hand-held white sun umbrellas to provide shade for the guests (one per two guests)
- An area for pre-ceremony drinks and cocktails
- Table for the PA system

### Venue hire excludes:

- Music and sound equipment
- Microphone for the ceremony vows
- Printed programmes
- Floral arrangements
- Unity candles

### Please note:

Should the weather conditions not be suitable, the ceremony will be relocated into the Atlantic Terrace Marquee with guests witnessing the exchanging of the vows from their seating at tables; or for another option, the ceremony can take place in the Lion’s Head Room or Milkwood Rooms (subject to availability). To guarantee an alternate venue for the ceremony – the Lion’s Head Room is the perfect alternative and is available at an additional fee.

## VENUE HIRE - RECEPTION

Please see attached the venue hire rates for The Atlantic Terrace Marquee

### Venue hire includes:

- High quality white linen tablecloths and napkins
- White banqueting chairs (excluding chair covers)
- Superior quality crystal ware, silverware and china
- Waitrons and bar staff (excluding gratuity)
- Silver base/charger plates

### Please note:

- Venue hire is subject to availability on booking
- The Atlantic Terrace Marquee venue hire ends at 23h00
- Dancing is permitted in the Marquee until 22h30. Thereafter light background is allowed until 23h00
- The Lions Head Room can be booked at an additional fee for an "after party celebration", and is available from 23h00 to 01h30

## VENUE HIRE - AFTER PARTY

The Lions Head is a spacious venue on the 4th floor of the hotel and has its own private bar, as well as restrooms. We are only able to accommodate DJ's from our preferred DJ company in this venue. It is a popular choice for couples looking to extend dancing on the evening. This has been very successful in the past and really does add to the splendour of the day as it actually feels like you are walking into your own private club.

Venue hire rates are available on request, which includes sofas and cocktail tables. The DJ, lighting, cocktail chairs and the dance floor are not included in the venue hire.

## SEATING STYLE

The Bridal table can be designed as a long traditional table, seating up to eight guests or a round table, seating a maximum of twelve guests per table. Due to the dimensions of the Atlantic Terrace Marquee, we can accommodate a maximum of six round guests' tables and one main/bridal table.

## ACCOMMODATION

Guests are spoiled with spectacular views of the ocean and mountain in each of the 70 tastefully decorated, luxurious bedrooms and suites, all superbly designed to provide the utmost comfort and style. The Presidential Suite, boasting lavish fittings with both sea and mountain views, is also available on request.

As an additional service, The Twelve Apostles Hotel and Spa offers a special "Discounted Wedding Accommodation Rate" applicable to guests attending the special day. This allows those travelling from far, to spend quality time with their loved ones – or to avoid late night travelling! If this service would be of interest to you, kindly forward your guests' email addresses to the wedding co-ordinator, who will email the rate information to your guests.

To find out more about these discounted wedding rates, kindly contact the wedding co-ordinator on [weddings@12apostles.co.za](mailto:weddings@12apostles.co.za)

Exceptional facilities include The Spa at The Twelve Apostles, two beautiful swimming pools (one heated), a 16-seater cinema, The Leopard Bar with scheduled live entertainment, and the award-winning, Azure Restaurant for an unforgettable dining experience.

### The Honeymoon Suite:

Check-in time for the complimentary Honeymoon Suite is 14h00. The bridal couple is responsible for signing in or alternatively, for nominating a family member or friend to sign in on their behalf at the specified time.

We strongly recommend that our brides book a room the night before the complimentary wedding night to ensure the utmost relaxation, at a special wedding guest discounted rate. This way, she will wake up in a calm environment, where service providers will come to the rescue and alleviate any unnecessary pressures or stresses that may arise on this significant day by travel and not being at the venue.

## COMPLIMENTARY PARKING

Your guests are welcome to park on either parking level within the hotel.

## CATERING

Please note that all the current catering prices are subject to increase on an annual basis. Before finalising your budget, please ensure that you have received the updated menus and prices as they may have increased since you booked your wedding date.

## MENU

### Pre-reception:

We strongly recommend offering your guest drinks and canapés during your pre-reception celebration. After the ceremony guests tend to mingle in the breathtaking setting of the Fynbos garden, - an ideal spot to quench their thirst and tickle their taste buds while you are taking group photographs. Please find the canapé menu attached.

### Reception:

Please find attached the various wedding menu options.

### Please Note:

- A 10% service charge will be levied onto your total food account
- In the event that you wish to deviate from the menu selection provided, your choices will be priced by the Executive Chef
- Under no circumstances can any food be brought in to the hotel. The only exception to this is the wedding cake

### Children's Menus:

- We welcome children of all ages
- Children up to 5 years old will be offered a children's menu, which includes the choice of a main course and a dessert
- Children between the age of 6 and 10 years will be charged 50 % of the adult's menu price
- Children over the age 10 years, will be charged the full adult menu price

### Suppliers' Meals:

It is considered "the norm" to offer your suppliers a meal during the Reception. We offer your entertainers, photographers and videographers a table in the nearby venue, The Café Grill. They can choose from The Café Grill or The Leopard Bar menu up to R220 per person, as well as non-alcoholic drinks, which will be charged to the master account.

### Pre and Post Wedding Arrangements:

We are also on hand to arrange dining requirements on the days prior to, and following the wedding day, including a rehearsal dinner in the Azure Restaurant; cocktails and snacks for the bridal party in The Leopard Bar on the evening before the big day; or even high tea for close friends and family the day following the wedding to catch up before everybody goes their separate ways.

### Dietary Requirements:

Special meal requirements i.e. Halaal, Vegetarian or Kosher and any food allergies are to be indicated 30 days prior to your function. Unfortunately we do not cater for strictly Halaal or Kosher, as we do not have the facilities. Our menus can be prepared Halaal respectful, which means that all pork and alcohol products will be eliminated from the menu, or alternatively, vegetarian options are available.

Strictly Halaal or Kosher meals can be purchased from the hotel's supplier at a supplementary fee of R 180 on the menu price.

As per hotel policy, we will outsource up to 10% of your final number of guests' special meal requirements, which will be based on your menu selection.

## BEVERAGES

Please view the wine, cocktail and drinks menus attached.

We recommend you budget for an estimated R250 to R350 per person for the beverage allocation, which includes all beverages during the pre-reception drinks and beverages served during the reception (sparkling wine, wine and other soft beverages).

### Please specify in writing your requirements:

- Beverage limit (to be paid 30 days prior to wedding date)
- Any charge restrictions which will apply to the beverage limit
- Beverage requirements during pre-ceremony drinks
- Beverage requirements during pre-reception drinks
- Beverage requirements during the reception meal which would include:
  - Approved Champagne/sparkling wine for toasts
  - Approved wines
  - Approved drinks policy

### Please note:

- A 10% service charge will be levied to the total master tab beverage cost
- Corkage is not available and therefore beverages cannot be brought into the hotel

## VENUE SET UP

### Ceremony

- The hotel provides the Gazebo and benches to seat a maximum of 80 guests
- The music, sound system and microphone must be arranged by bridal couple
- Floral arrangements for the Gazebo and the aisle must be organised by bridal couple
- Rose petals must be arranged by bridal couple (only organic confetti is permitted in the Fynbos Garden)
- The hotel will supply hotel-branded hand-held umbrellas (one per two guests) which are returned at close of the ceremony
- Printing the 'order of service programmes' and 'reserved signs' must be arranged by bridal couple
- The hotel does not permit any other marquees or tents to be erected in the Fynbos garden
- Depending on weather conditions, the ceremony will be re-located to the Atlantic Terrace Marquee where guests will witness the ceremony from their tables, or in the Lion's Head Room or Milkwood Rooms (subject to availability).

### Marquee Verandah (Smoking Area)

- All sun umbrellas
- A few scattered tables, chairs and ashtrays
- We are also able to do a cocktail set-up on the deck (Cocktail tables and lounge suites are charged at an additional fee)

### Reception

- Long bridal table which seats a maximum of 8 persons
- 6 x Round guest tables seating a maximum of 12 persons each
- 1 x small dance area
- 1 x buffet area
- 1 x bar area
- 1 x entertainer's area
- 1 x cake table

Kindly note that Atlantic Terrace Marquee can accommodate a maximum of seven tables including the main/bridal table.

### After Party Celebration

- 3 x low coffee tables with Tiffany chairs (included in venue hire)
- 4 x cocktail tables (included in venue hire)
- 12 cocktail chairs – (not included in venue hire)
- 1 x bar area
- 1 x table for the DJ
- Dance floor (not included in venue hire)
- Additional lighting (not included in venue hire)
- DJ (not included in venue hire)

## DÉCOR AND FLOWERS

The hotel has its own highly talented and innovative florist, Gerrit Van Niekerk from Duke and Duchess ([www.dukeandduchess.co.za](http://www.dukeandduchess.co.za)), who will assist with the specific requirements for the wedding ceremony and reception. A specialist in wedding table floral decorations, all bridal bouquets and flower displays, he is a creative and talented table stylist who can help with all your décor desires.

To book an alternate florist, please contact the wedding co-ordinator for preferred suppliers.

### Please note:

Flowers may not be assembled in the Fynbos Gardens, The Atlantic Terrace Marquee or anywhere else in the hotel. This needs to be assembled off-site and delivered directly to the tables or position of display.

Draping inside the Gazebo is permitted but no draping is permitted in The Atlantic Terrace Marquee. Please liaise closely with the wedding co-ordinator regarding which table dressings and décor are being supplied.

All flower arrangements, including containers and other material, should be removed either at midnight on the wedding day or by 08h00 the following morning. The hotel is not responsible for any of the equipment left behind.

## SOUND RESTRICTIONS

Dancing is permitted in the Atlantic Terrace Marquee until 22h30. Thereafter light background music is allowed until 23h00. No DJ's are allowed and only authorised bands are permitted to play in the Atlantic Terrace Marquee.

## SUPPLIERS

Upon sending you a wedding contract we will ask our supplier - florists/Décor, musicians, photographers, wedding cake supplier, makeup artists and hair stylists and minister to contact you. Should you require additional recommended suppliers, please enquire with the wedding co-ordinator. Should you not wish to be contacted by our preferred suppliers, kindly inform your wedding co-ordinator.

### The following services and suppliers are to be appointed by the bridal couple:

- Photography
- Videography
- Marriage Officer/Minister/Priest for the ceremony
- Musicians
- Entertainment for the ceremony
- Entertainment for the reception
- Entertainment for the after party
- Wedding cake
- Printed material such as 'order of service programme', 'reserved signs', 'seating plan' and 'themed easel' for seating plan, 'menu cards', 'table numbers' and 'name cards' etc.
- Hair and make-up

### Please note:

The bridal couple is responsible for the suppliers' actions and performance. All suppliers must be recognised by Twelve Apostles as an 'approved supplier' with a credible track record. In the event of any damage whatsoever caused by the supplier and/or their staff, becomes the responsibility of the bridal couple.

## SMOKING

Please be advised the hotel adopts a strict non-smoking policy in all public areas. Due to the passing of the Tobacco Products Amendment Act, we kindly request all our guests adhere to the non-smoking policy within the designated areas of the hotel.

## THE SPA AT THE TWELVE APOSTLES

Slowing down and focusing on the upcoming ceremony is important for both the bride and groom, and there is no better place than the hotel's award-winning 'Leading Spa' to achieve this. The Spa at The Twelve Apostles is a magical oasis of tranquillity, which will leave you feeling nurtured, purified, pampered and relaxed before the big day.

The secluded mountain gazebos have panoramic views of the Atlantic Ocean and are extraordinary for open-air treatments to enjoy as a couple.

We offer special packages exclusively for bridal couples and their retinue. Should you require more information, please enquire with the wedding co-ordinator.

## BOOKING AND PAYMENT TERMS

- **First payment:** A non-refundable deposit for the full venue hire is required within 14 days of the contact date.
- **Second payment:** A 50% non-refundable deposit of the wedding estimation is required within 90 days of the wedding date.
- **Final payment:** A non-refundable pre-payment of the outstanding wedding estimation is required within 30 days of the wedding date.

### The wedding estimation would consist of the following items:

- Food
- Beverage estimation
- Gratuity (10% gratuity is added to all food and beverage items)
- Accommodation
- Equipment rental
- Any suppliers the hotel pays for on behalf of the bridal couple (a 10% handling fee will be charged on all transactions and should the vendor be non-VAT registered, VAT at 14% will be levied)

**Please email your deposit slip to Stephanie Hall: [weddings@12apostles.co.za](mailto:weddings@12apostles.co.za) or send via fax to +27 (0)86 560 2758 – payment is not allocated without proof of payment and the function will not proceed without full pre-payment.**

In the event that the beverage limit is exceeded on the night of the wedding, the bridal couple is obliged to settle the additional beverage costs either on the night of the wedding or when they check-out of the hotel.

Should the bridal couple have a nominated family member or friend to settle the additional beverage costs, this must be put in writing to the wedding co-ordinator and signed off on the final function sheet prepared by the hotel.

**Please note:**

A quotation for your wedding excludes:

- 10% gratuity which will be levied onto the final food and beverage account
- Entertainment and décor
- Specialised sound and technical equipment

Please be advised that a booking has not been made on request of a quotation. A provisional booking can only be made once a signed contract has been received. Your booking is then finalised when we receive proof of payment of your deposit. Should the booking not be provisionally booked or confirmed, the venue will automatically be released.

**YOUR HONEYMOON**

The Twelve Apostles Hotel and Spa is the perfect honeymoon destination and offers numerous romantic activities that newlyweds can enjoy together including dual spa treatments, picnics for two, sunset cocktails in The Leopard Bar, relaxing mountain walks and time spent at the pool. Couples can also indulge in a romantic dinner or enjoy a movie night in the hotel's private cinema.

**We highly recommend our sister properties for an extension of the perfect honeymoon:**

This five star Relais & Chateaux lodge is an enchanting spiritual retreat in the Cederberg Mountains, 270km from Cape Town. A South African Natural Heritage Site, the predator and malaria free reserve provides sanctuary for diverse flora, fauna and ancient Bushman rock art. Complimented by splendid luxury, generous hospitality and world-class personal service; your honeymoon will be left in the hands of our passionate team that will make all your dreams come true.



**BUSHMANS KLOOF**

WILDERNESS RESERVE & WELLNESS RETREAT

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The Oyster Box is South Africa's best loved hotel and stands majestically on Umhlanga's prestigious beachfront with sweeping views of the Indian Ocean and the iconic lighthouse. With its stunning setting, inviting bars, lavish restaurants and luxurious accommodation, The Oyster Box sets the stage for making magical memories and is an all-encompassing location for the most romantic honeymoon.



*The Oyster Box*

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T: +27 (0)21 437 9006

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