

DUCKS

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country house & venue
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32 Mitchell Bank Road, Henley on Klip, 1961
Tel: 016366 0421 / Cell: 083 603 1210 / reservations@atducks.co.za

Conferences

Half-Day Conference

Option 1 – R325-00 p/person

Arrival time:

Arrival at 8h00

Coffee, tea & juice with home-bake

Break:

Mid-morning break

Coffee, tea & juice with home-bake and fruit

Departure time:

Departure by 12h30

Included:

Use of conference facilities with standard equipment include:

- Projector & screen
- CD/DVD theatre equipment
- Flipchart & pens
- Whiteboard & markers
- Power point connection
- Refreshments

The conference room will be set with waters, mints, pens and notepads.

Half-Day Conference

Option 2 – R425.00 per/person

Arrival time:

Arrival at 8h00

Coffee, tea & juice with home-bake

Break:

Mid-morning break

Coffee, tea & juice with home-bake and fruit

Lunch:

Lunch served before departure. A pre-set 2-course lunch (main and dessert) served between 12h30 and 14h00 with a complimentary soft-drink, juice, coffee or tea.

Additional drinks and special coffees to be charged for

Departure:

Departure by 15h00

Included:

Use of conference facilities with standard equipment include:

- Projector & screen
- CD/DVD theatre equipment
- Flipchart & pens
- Whiteboard & markers
- Power point connection
- Refreshments

The conference room will be set with waters, mints, pens and notepads.

Full-Day Conference

R495-00 p/person

Arrival time:

Arrival at 8h00

Coffee, tea & juice with home-bake

Break:

Mid-morning break

Coffee, tea & juice with home-bake and fruit

Lunch:

Lunch served before departure. A pre-set 2-course lunch (main and dessert) served between 12h30 and 14h00 with a complimentary soft-drink, juice, coffee or tea.

Additional drinks and special coffees to be charged for

Break:

Afternoon coffee, tea & soft drinks with something sweet

Departure:

Departure by 17h00

Included:

Use of conference facilities with standard equipment include:

- Projector & screen
- CD/DVD theatre equipment
- Flipchart & pens
- Whiteboard & markers
- Power point connection
- Refreshments

The conference room will be set with waters, mints, pens and notepads

Day/Night Conference Package:

In addition to the full-day conference the following:

- Optional 3-course pre-set dinner for **R185-00 p/person**

(All beverages excluded)

- Conference Special: Bed & Breakfast (Check-out by 10h00)

R600-00 (single) / R1100-00 (double)

Booking Form

Date: _____

Date of event:		
Company:		
Contact person:		
Nature of event:		
No. Delegates:		
Facility set-up:	School-room (40 persons) / U-shaped (20 persons) Board-room (20 persons) Other:	
Select package:	Half-day package <input type="checkbox"/>	Half day package with lunch <input type="checkbox"/>
	Full day package <input type="checkbox"/>	Full day package with accommodation <input type="checkbox"/>
	Other:	
Dietary restrictions / preferences: Allergens / religious	Name or person:	Restriction or preference:
The facility offers access to a digital projector, theatre style surround sound system, electrical extension cords, WIFI connectivity (slow at times), white board and pens, flip chart and pens. Kindly specify special needs:		

QUOTATION :	Date:	Arrival: