



2022 PARTY PACKAGE

031 563 0882

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www.dncc.org.za/tap-coffee-corner

Venue Hire and Deposit

The cost of hiring the **Outdoor venue is R800.00**. A non-refundable deposit of **R400.00**, either by cash, credit card, zapper or EFT is required to secure your booking. Our banking details will be sent to you as soon as we have confirmed the availability of the date requested and we have received your signed booking form.

PLEASE NOTE:

A provisional booking will only be held for 7 Days thereafter it will be cancelled.
Bookings will only be confirmed on receipt of payment.

PLEASE NOTE THE FOLLOWING:

- **A 10% service charge will be added onto the total bill.**
- **A signed copy of the booking form must be submitted to us at time of the booking.**
- **Under no circumstances, may any outside catering (including beverages), speakers, microphones or music be brought onto the premises.**

Hiring of the **Outdoor Party** Venue takes place on:

Tuesday to Friday 10h00-15h30 (for any 2-hour period)

Saturday strictly from 10:30am-12:30pm or 1.30pm-3.30pm.

CANCELLATION POLICY

All cancellations requests need to be phoned through to the Manager at Coffee Corner.

Once your deposit is paid it is, unfortunately, not refundable. However, should you need to cancel for whatever reason we will still honor your booking and you will be able to reschedule within the same calendar year.

PARTY VENUE HIRE OF R800.00 INCLUDES

1. Use of the playground and equipment.
2. Two round tables and one trestle table, chairs, cups, glasses, silverware, plates & white serviettes.
3. You may provide your own birthday cake, chips, sweets and decor BUT **catering (including beverages) for Adults and Kids MUST BE ORDERED THROUGH THE COFFEE CORNER.** Orders to be placed by no later than three days before the party date. (please see page 3 for our catering menu)

THESE RULES AND REGULATIONS MUST BE FOLLOWED TO ENSURE SMOOTH RUNNING OF OUR BIRTHDAY PARTIES:

1	Meals/Catering	Your own catering or ordered deliveries are NOT ALLOWED onto our premises. Please clear with management for any special requests. A surcharge of R350 per platter will be levied for any outside catering and R69 per beverage for any outside beverages brought onto the premises.
2	Venue Hire Times	Available for 2-hour periods, Tuesday's through Friday's from 10am – 3.30pm and Saturdays strictly from 10:30 – 12:30 or 13:30 - 15:30.
3	Entertainment	You are welcome to bring face painters, clowns, etc. but please be advised that jumping castles, speakers, microphones and music are not allowed and that PARENTS ARE RESPONSIBLE FOR THE SAFETY OF THEIR KIDS AT ALL TIMES.
4	First Aid	A basic first aid kit will be available on the premises.
5	Playground equipment	It is designed for ages 1 – 8 years old.
6	Alcohol and Smoking	As we are a Child focused venue, we prohibit the use of alcohol and enforce a non-smoking/non vaping policy on the grounds and in the parking lot.
7	Weather	In the event of bad weather, we can organize the party to be set up in the @tap hall – subject to the hall being available.
8	Responsibility	Parents are responsible for the safety of their children while on the premises. This includes keeping your children within the confines of the gates.
9	Party decor	You may bring your own party décor as long as you clear this with Management beforehand. No sharp pegs, staples or pins are permitted. No noise maker party favours are permitted.
10	Cleaning up	If you provide any form of décor and party goodies for the children including balloons, it will be expected of you to clean up after the party.
11	Lollipops	We do not allow lollipops at parties for reasons: 1) dangerous while playing 2) other children pick up these sticks found in the playground.

COFFEE CORNER CATERING

1. We will provide bottomless cups of tea and filter coffee at a cost of R15 per cup i.e. R15 per person. We will only charge for the cups used.

2. We have cold drinks for sale at our counter fridge, or you could arrange jugs of fruit juices in advance from our Management at R69 a jug.

3. Selection of eats:

- 2 Layer Carrot Cake (8 inch/20cm) R300 per cake
- 2 Layer Chocolate (8 inch/20cm) R300 per cake
- Assorted Sandwich Platter (32 quarter pieces) R185 per Platter
- Assorted Mini Roll Platter (serves 16) R225 per Platter
(4 x chicken mayo, 4 x egg mayo, 4 x ham & tomato, 4 x cheese & tomato)
- Mini Cheese Puffs R175 per Dozen
- Mini Muffin Platter R300 per 2doz
- Whole Quiches (24cm) Bacon & Mushroom R225
Spinach & Feta R225
Butternut & Feta R225
- @Tap Platter (serves 6 – 8) R225
(BBQ chicken wings, cocktail beef sausages, chicken pops, tomatoes, cucumber & carrots)
- Vegetarian Platter (serves 6 – 8) R275
(crumbed veg fingers, veg samoosa's, cheese puffs, chilli bites, carrots & cucumbers)
- Feasty Platter (serves 6 – 8) R350
(samoosa's, chicken spring rolls, meatballs, sausage rolls, chicken pops, cocktail beef sausages)

Kiddies Catering

- Hot Diggity Dog Platter R 120 (6 cut in half)
- Mini Pizza R 135 (6 cut in half)
- Little Troopers Platter (serves 6 – 8) R 250
(fish fingers, chicken pops, cocktail beef sausages, pizza squares, sausage rolls)

****Prices subject to change without notice**

Your Catering order must be submitted, by the latest, 3 full business days before the date of your booking.

Telephone: 031 563 0882 | E-mail: functions@dncc.org.za or office@dncc.org.za

BOOKING FORM

NAME					
CONTACT NUMBER					
EMAIL					
PARTY DATE			PARTY TIME		
CHILD'S NAME				AGE:	
PARTY NUMBERS	ADULTS:		CHILDREN:		
CATERING ORDER FOR ADULTS			CATERING ORDER FOR KIDDIES		
QUOTED PRICE	For office use only				
DEPOSIT PAID	For office use only				
SIGNATURE: I agree to all terms and service charge.			DATE:		

Please fill out this booking form and return it to The Coffee Corner or email it back to functions@dncc.org.za or office@dncc.org.za or visit www.dncc.org.za/tap-coffee-corner