

# Deer Park Cafe

## Party Information 2016 page 1/2

\*\* Please read both pages. A more detailed breakdown is explained.

### **Set up:**

1. Children's parties or group gatherings will only be from 3pm, the restaurant will still be open to other guests.
2. We find that the kids don't sit and the adults are mostly standing around and/or following their kids in and out of the park.
3. We set up a long table (seats 10) in the lounge area, by the big windows, the lounge seats another 8.
4. On a lovely day – the big windows will be open.
5. We do not set up for parties on the patio or stone area.
6. With large groups we set an extra table for wine and jugs.
7. Jugs of water will always be set up at parties.
8. Unless you have a theme and would like to provide your own – we provide glasses, cutlery, crockery and white paper serviettes.

**If you would like us to close the restaurant and host a private event - please contact us for venue hire rates and more information. Only available after 5pm.**

### **Decorations and Entertainers:**

1. You can start setting up from 3pm. If you have many decorations – we suggest you invite your guests from 3:30pm.
2. You are more than welcome to drop off the decorations and cake earlier in the day.
3. Please ensure that all decorations are color-safe and non-permanent. (Colorful streamers lose their color when wet and create permanent stains on our furniture ☹)
4. Please do not supply the kids with whistles and noisemakers.
5. Please inform all entertainers that they need to set up outside in the park and provide their own tables or chairs.

### **Small details:**

1. Sweets and chips – please put all these treats inside the party packs for the kids to enjoy in the park or when they go home. We do not allow bowls of sweets or chips on the table in the restaurant.
2. Feel free to discuss your queries regarding birthday cakes with Anel.

# Deer Park Cafe

## Party Information 2016<sub>page2/2</sub>

### **Food orders:**

1. Please fill in the spreadsheet with the amount of your selected items, the total should show at the bottom.
2. Please return your order at least 3 days prior to the party.
3. We request that you spend minimum R50 per adult.
4. All food items will be brought to the table from 3:30pm, unless you request otherwise.

### **Bar bill:**

1. All our coffees and teas are made on order. We unfortunately cannot provide coffee or tea in flasks.
2. Please let us know before the party how you would like the waiter to handle the bar bill:
  - 2.1 You pay for everything
  - 2.2 You pay for coffee, tea and jugs of juice / iced tea
  - 2.3 All drinks for everyone's own account
  - 2.4 You decide on a set amount – when reached, we start with a cash bar.
3. You are allowed to bring in 6 bottles of wine **or** sparkling wine for corkage:
  - 3.1 Per 750ml :Wine @ R30 and sparkling @ R40
  - 3.2 Let us know - so that we can set up with the correct glasses.
  - 3.3 Corkage will only be added as a bottle is opened.
4. We have a nice selection of cold drinks, wines, beers as well as spirits – which should suit your guest's requirements.
5. Ordering jugs of juice or iced tea works well with large groups:
  - 5.1 Jugs will be refilled only on request from you or as per pre-order.

### **Payment**

1. Full bill to be settled at the end of the party.
2. Your menu request will be seen as a confirmation of the party. Should you decide to cancel the party on the day – we will request that you collect and pay for the food already prepared.
3. A 15% gratuity will be added to your final bill. 5% goes towards the kitchen staff that prepares your food and 10% to the waiter that handles your party.

Feel free to contact us should you have any queries or requests.

Carin, Ashton and Anel  
021 462 6311