



FAIRLAWNS  
BOUTIQUE HOTEL & SPA



CONFERRNCING  
& BANQUETING

*packages*

# *conference* PACKAGES



## *Full day* EXECUTIVE PACKAGE OFFERING *R1 100 per person includes*

- Venue Hire
- Arrival Coffee/Tea/ Juice & Chef's Choice selection snack
- Mid-Morning and Mid-Afternoon Coffee/Tea/Juice & Chef's Choice selection snack
- 2 Course Chef's Selection Lunch (Main Course and Dessert)
- Notepads, Pens, Water and Sweets
- Equipment: Screen, Mounted Data Projector, White Board, Flipchart, Markers
- Complimentary Wireless Internet Connection



*Full day*  
**EXECUTIVE BOARDROOM OFFERING**  
*R1 100 per person includes*

- • Venue Hire
- Arrival Coffee/Tea/ Juice & Chef's Choice selection snack
- Mid-Morning and Mid-Afternoon Coffee/Tea/Juice & Chef's Choice selection snack
- 2 Course Chef's Selection Lunch (Main Course and Dessert)
- Notepads, Pens, Water and Sweets
- Equipment: Screen, Mounted Data Projector, White Board, Flipchart, Markers
- Complimentary Wireless Internet Connection

*Less than 6 people: A venue hire charge of R3500 per day inclusive of the Conference package*



*Half day*  
**CHAIRMANS PACKAGE OFFERING**  
*R995 per person includes*

- Venue Hire
- Arrival Coffee/Tea/ Juice & Chef's Choice selection snack
- Mid-Morning OR Mid-Afternoon Coffee/Tea/Juice & Chef's Choice selection snack
- 2 Course Chef's Selection Lunch (Main Course and Dessert)
- Notepads, Pens, Water and Sweets
- Equipment: Screen, Mounted Data Projector, White Board, Flipchart, Markers
- Complimentary Wireless Internet Connection



*Half day*  
**CUSTOM PACKAGE OFFERING**  
*R755 per person includes*

- Venue Hire
- Arrival Coffee/Tea/ Juice & Chef's Choice selection snack
- Notepads, Pens, Water and Sweets
- Equipment: Screen, Mounted Data Projector, White Board, Flipchart, Markers
- Complimentary Wireless Internet Connection



**CUSTOMISED ITEMS AVAILABLE TO ADD TO PACKAGE  
AT AN ADDITIONAL PER PERSON COST**

- Accommodation
- Include lunch selection (2 or 3 Course lunch)
- In room variety snack selection
- Group cocktail making team build
- Post conference networking (snack + beverages)
- Wine pairing dinners



VENUE	VENUE SIZE	CAPACITY
<i>Strelitzia</i>	150sqm	50 – Round table 40 – Schoolroom 20 – U-shape 50 – Cocktail 60 – Cinema Style
<i>Aloe</i>	148sqm	50 – Round table 40 – Schoolroom 20 – U-shape 50 – Cocktail 60 – Cinema Style
<i>Protea</i>	48sqm	12 – U-shape

**VENUE HIRE INCLUSIVE OF**

- Long, round or cocktail table setup
- Banqueting chairs
- Standard crockery, cutlery, glassware,
- Tablecloths and napkins as per our existing collection

**VENUE HIRE EXCLUDES**

- Food and Beverages
- Service Charge
- PA System
- Decorations

**MENU TYPES AVAILABLE**

- Buffet breakfast
- Buffet lunch
- Set menu (plated)
- Canape menu (cocktail)

**DIETARY OPTIONS AVAILABLE**

- Vegetarian
- Vegan
- Gluten free
- Halal friendly

# CONFERRNCING *or banqueting*



## VENUE CAPACITY: *Strelitzia*

- Round tables: 50pax
- School room: 30pax
- Long tables: 40 pax
- U-shape: 20pax
- Cocktail: 50pax

## VENUE CAPACITY: *Aloe Room*

- Round tables: 50pax
- School room: 30pax
- Long tables: 40 pax
- U-shape: 20pax
- Cocktail: 50pax

## DIETARY OPTIONS AVAILABLE

- Vegetarian
- Vegan
- Gluten Free
- Halal friendly

## MENU TYPES

- Buffet menu
- Platted menu
- Cocktail/canape menu
- Finger lunch
- Breakfast buffet

## VENUE CAPACITY: *Protea Boardroom*

- 10 pax



## CONTACT US

1 Alma Road, Morningside, Sandton | Tel: 27 (0) 11 808 7300  
WhatsApp ONLY Number: 071 597 6382 (8am - 5pm)  
[functions@fairlawns.co.za](mailto:functions@fairlawns.co.za) | [www.fairlawns.co.za](http://www.fairlawns.co.za)