
ESTD. THE 2008

ROSENDAL

COUNTRY RETREAT

CORPORATE EVENTS



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ABOUT US

WELCOME TO THE ROSENDAL COUNTRY RETREAT

Step away from the office and into inspiration, connection, and fresh ideas at The Rosendal Country Retreat. Whether you're planning a corporate retreat, strategy session, team-building getaway, or executive breakaway, our tranquil setting is designed to boost creativity, focus and collaboration.

Surrounded by nature, far from city distractions, our retreat fosters learning, sharing, bonding, and team unity – key elements for a successful corporate getaway.



WHAT WE OFFER:

- Exclusive use of our scenic retreat – perfect for focused work & relaxation
 - Customisable event spaces for meetings, training, and team activities
 - Unplug & recharge with nature-inspired downtime
 - Professional hospitality to ensure a seamless experience
- We host anything from board meetings and staff incentives to year-end functions and product launches in a peaceful, inspiring setting

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SUMMARY OF FACILITIES & PACKAGES OFFERED:

- Accommodation from R1 200 per person (12 Rooms)
 - Two function venues
 - Lounges
 - Braai facilities
 - Gardens
 - Hot tub
- Corporate packages from R450 per person
- Evening events from R750 per person

Contact The Rosendal Country Retreat today and let us plan your perfect event!



VENUES





FLOOR PLANS

VENUE	CINEMA	CLASSROOM	U-SHAPE	HERRINGBONE
THE GALLERY	80	30	30	30
THE BALLROOM	120	45	45	45



1. THE GALLERY

This old shed has been transformed into a modern glass and steel venue with ample light streaming in from all sides. Rolling mountain views are on show from every angle. The backdrop of the bar features a custom installation by Wolkberg Casting Studios. Ideal for 50 - 80 guests.



2. THE BALLROOM

Originating as a cheese factory many years ago, the larger one of our two venues is the perfect space for hosting a corporate event for 80 - 120 guests. It features an imposing sandstone fireplace and fairy lights. It also boasts a cosy lounge adjacent to the bar, and a patio with mesmerising mountain views.

CONFERENCE PACKAGES

FULL DAY CONFERENCE PACKAGE

R750 per person

Arrival:

- Tea and coffee station with homemade rusks & biscuits, served on Day 1

Mid-morning break

- Tea and coffee station
- Homemade iced tea or lemonade (served in dispensers)
- One savoury snack per delegate

Lunch:

- Two course lunch menu (as per your selection)
- 1 x Soft drink per delegate

Mid-afternoon break:

- Tea and coffee station
- Homemade iced tea or lemonade (same selection as above)
- One sweet snack per delegate

HALF DAY CONFERENCE PACKAGE

R450 per person excluding lunch

R650 per person including lunch

Arrival:

- Tea and coffee station with homemade rusks & biscuits served on arrival.

Mid-morning break

- Tea and coffee station
- Homemade iced tea or lemonade (served in dispensers)
- One savoury snack per delegate

Lunch:

- Two course lunch menu (as per your selection)
- 1 x Soft drink per delegate

AUDIOVISUAL AND SOUND EQUIPMENT

Please note: We can supply a 50 inch smart TV but any other audiovisual and sound equipment is not included and will be quoted on seperately.

INCLUDED IN CONFERENCE PACKAGES

VENUE

- Venue Hire of your selected area
- Cleaning of the venue and basic set up
- Event coordinator, service staff, security, and parking attendants
- Furniture: Chairs, tables, cocktail tables, benches, and pocket lounges
 - 1 x A5 notepad and pen per delegate
- Generator in the event of a power failure or load shedding
 - 1 x Flip chart, paper, whiteboard, and markers
- Complimentary internet usage in specified venues
 - Breakdown/strike and cleaning of the venue

REFRESHMENTS

Available throughout the conference:

- Fresh fruit basket
- Water station with fruit and herb infusions
 - Coffee & Tea station

ON THE TABLES:

- Mints & health bar per delegate
- 1 x bottled water per delegate



For menu options
please click on or
scan this QR code.



ACCOMMODATION



Please click on or scan
this QR code to view
accommodation options.

AVAILABLE ROOMS

The Rosendal Country Retreat boasts 12 rooms available for conference delegates.

ROOM	BED SIZE	ADDITIONAL SLEEPER	MAX CAPACITY
Room 1	King Bed		2
Room 2	King Bed	Sleeper Couch	4
Room 3	King Bed	Sleeper Couch	4
Room 4	King Bed		2
Room 5	King Bed	1 Single	3
Room 6	King Bed	Bunk Bed	4
Room 7	King Bed	Sleeper Couch	4
Room 8	King Bed	Bunk Bed	4
Room 9	King Bed	Bunk Bed	4
Room 10	King Bed	Bunk Bed	4
Room 11	King Bed	Bunk Bed	4
Room 12	King Bed	Bunk Bed + 1 Single	5

Accommodation Rates:

R1 200 for single occupancy OR R1 750 for two people sharing (2025 rates).
Depending on configuration, the maximum realistic occupancy is 34 adults and 10 children.
Max 3 adults per room please.

Please note: Room rates do not include breakfast. A hearty buffet breakfast can be arranged for your team at an additional cost of R210 per person. Kindly let us know in advance if you'd like to add this option to your booking.

Should you require more accommodation, Rosendal has many guest houses that are available for surplus requirements. Please visit www.rosendaltown.co.za



ADDITIONAL ACTIVITIES & OPTIONAL EXTRAS

- Enjoy a slow walk through the town of Rosendal and explore the art galleries and other interesting places.
- Have breakfast or lunch at one of the restaurants in town.
- Mosamane 9km Hiking Trail. Contact: henriettewakeford@gmail.com OR Call: 082 901 8799.
- Horseriding at Moolmanshoek. Contact: info@moolmanshoek.co.za OR Call: 082 855 5438.
- The Rosendal Tennis Club – have a round or two to de-stress! Contact Peter: 082 818 2461.
- Dinner & Drinks at one of the restaurants in town.
- Dinner Function at The Rosendal Country Retreat, enquire with our coordinator.
- Strictly Halaal or Kosher Catering: Ordered from certified suppliers – R950 per person charged on top of the standard cost per person.



Please click on
or scan this QR
code to view
optional extras.

IMPORTANT INFORMATION

LOCATION

The road between Senekal & Rosendal is in very bad shape, lots of potholes! Keep this in mind when allocating travel time and take care on these roads.

Traveling from Gauteng: Please **DO NOT** take the Sasolburg, Heidelberg road. Rather stick to the N1: Kroonstad, Ventersburg, Senekal, Rosendal.

CATERING

Buffet menu only available for groups with 10 or more guests.

TABLE WINE AND BAR

The Rosendal Country Retreat has an extensive wine list available and you can pre-order the required table wine and bubbly for toasts. Please enquire about our latest wine list.

Should you wish to bring in your own wine a corkage of R70 per bottle will be charged. Bar tabs and special requests can be discussed with Management and finalised during the final meeting.

EXCLUDED FROM YOUR PACKAGE

The cost of flowers, candles or décor items specific to your function theme (and the setup thereof) is for your own account, please arrange with your florist/décor coordinator. These packages exclude any additional food and beverages purchased on the day of the event.

All persons involved with the organising of the function must be duly informed of what is and what is not included in the function package, and what is agreed on and approved by you. With this said, no one may change any details of your function i.e. table layout, tablecloths, general setup etc. They must also be informed that TRCR staff have their own duties to do and cannot assist with setup.

TIMES

Half Day Conference: 08:00 - 13:00

Full Day Conference: 08:00 - 17:00

Evening Function: 17:00 - 00:00

Overtime will be charged at R1 500 p/h after your allocated time, as per your chosen offering, within operating hours.

Functions end at midnight, to allow our staff time to pack away and clean the venue.

No music is allowed after midnight. The venue will be locked. Guests who wish to stay may linger longer at the bar. Music is not allowed to be played from vehicles or bluetooth speakers.

WI-FI

We have complimentary wifi in The Ballroom, The Gallery and The Lounge. Wifi is a best effort service and although we have acceptable uptime we cannot guarantee internet availability or speed. Please note that the guest rooms do not have wifi.

PARKING

All service providers are allowed to park inside temporarily to offload and must then move their cars to the main parking area. All guests must park in the designated parking areas.

DÉCOR

We prefer flower arrangements be finished the day before your function. However, if some of the flower arrangement work needs to be completed on your function day, we request that your florist vacate the venue 3 hours before the start of the event.

This will enable us to clean and ensure that the venue is function ready. All outside areas need to be setup on the day of your function.

Candles may not be placed directly on linen or wooden tables. TRCR reserves the right to remove candles if necessary. Candle holders should be wide enough to ensure no wax damage to linen or wooden furniture. Special cleaning is required to remove wax from linen and will be for your own cost.

FIREWORKS

Fireworks and chinese lanterns are prohibited.

BREAKAGE DEPOSIT

A breakage deposit of R3000 will be added to your invoice and refunded a week after the event.

GENERAL RULES

No fights between guests will be tolerated. At the manager on duty's discretion, the matter will be discussed and those involved will be asked to vacate the premises.

Any missing or damaged items from accommodation or the venue will be charged to your invoice and will be deducted from your breakage deposit after your function.

Any furniture damaged by abusive or excessive handling will be deducted from the breakage deposit.

Please note: We do not tolerate rudeness, racism and/or discrimination towards our staff. Mutual respect and courtesy is expected from all parties at all times.

PAYMENT

We gladly accept cash, cards Or Snapscan as payment at the bar.



BOOKING

STEP 1:

Enquire about the availability of your preferred date and we will confirm the date with you.

STEP 2:

Site visit with one of our coordinators to show you the facilities and discuss your requirements. A quote will be sent to you for your approval.

STEP 3:

Sign and submit contract online (a link will be sent to you via email upon request). Pay deposit of 50%.

STEP 4:

Payment of final invoice 15 days before your event. Final confirmation of guest list, programme and dietary requirements 14 days prior to event.



PAYMENT METHOD

We prefer EFT payments, other methods will incur the following costs:

- Card Payment - additional 3%
- Cash Payment - additional 1.8%

WE LOOK FORWARD TO HOSTING YOUR EVENT!

ESTD. **THE** 2008

ROSENDAL

COUNTRY RETREAT

THE ROSENDAL COUNTRY RETREAT

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