
ESTD. THE 2008

ROSENDAL

COUNTRY RETREAT

WEDDINGS
2024 - 2025





ABOUT US

Welcome to The Rosendal Country Retreat, your wedding dreamscape!

Thank you for considering The Rosendal Country Retreat to celebrate your love story. Dive into this brochure, where each page will unveil the magic and potential for your upcoming nuptials.

What we strive to bring our guests is an authentic country experience with an emphasis on beauty and simplicity. From the architectural design to the food we serve, our uncompromising mission is to delight each client with pleasant surprises throughout their stay.

Experience a weekend of joyous celebration surrounded by the warmth of family and friends! Take a delightful break from the hustle and bustle of daily life to collectively embrace the significance of your wedding as the commencement of a beautiful new chapter in your lives.





Why choose The Rosendal Country Retreat?

Genuine charm: The beautiful town with its shops, galleries and eateries is a playground for your friends and family to enjoy before and after the wedding.

Location! The Rosendal Country Retreat is nestled on the outskirts of the quaint little town of Rosendal in the Eastern Free State and has beautiful views of the surrounding mountains.

Here are some key travel times from The Rosendal Country Retreat:

- Bethlehem - 70km
- Clarens - 106km
- Welkom - 145km
- Kroonstad - 152km
- Bloemfontein - 218km
- Ladysmith - 241km
- Klerksdorp - 266km
- Johannesburg - 334km
- Delareyville - 376km
- Kimberley - 379km
- Pretoria - 398km
- Durban - 456km

Exclusive booking: The Rosendal Country Retreat is yours exclusively for the weekend of your wedding. We do not host back-to-back weddings, therefore you have access to the venue the day before the wedding to start with decor and flowers at your leisure, with no rush!

Picturesque settings: There are endless photo opportunities to ensure your special day is captured in the most memorable way, not only in the town, but also in the natural surroundings, with an abundance of seasonal colours.

Experienced staff: Your wedding package includes the expertise of our in-house event coordinator. Our dedicated coordinator will provide invaluable assistance leading up to your special day, ensuring that every detail with regards to the venue is meticulously planned and executed, leaving you free to focus on the joy of your celebration.

Fresh produce: Our chefs prepare all meals from scratch using only the freshest ingredients, thereby ensuring the food is not only delicious but of the highest standard.

Accommodate & celebrate: There are 12 self-catering units located on the property, all conveniently included in your package at a 20% discount off the normal room rates! Furthermore, the town has many guest houses that are available for your surplus accommodation needs.

Seamless entertainment: Your soundscape is curated by a professional DJ, setting the mood for the ceremony, canapés and reception.

VENUES

THE SANDSTONE CHAPEL - CEREMONY

Stone transforms a space - creating a rich, rustic atmosphere and a sense of strength and permanence – the perfect setting for declaring your love and saying “I Do...”

Every stone in this chapel is carved using the same techniques used 100 years ago. The sought-after stones speak of workmanship, attention to detail and superior quality. The chapel can comfortably seat 120 guests on wooden benches.

Weather permitting, your ceremony can also take place in the beautiful gardens!
Seating on white, padded Wimbledon chairs.





THE LOUNGE - CANAPÉS

The Lounge is part of the original building, and is the ideal space to enjoy mouth-watering canapés and drinks from our diverse menu. This is the perfect space to cut your wedding cake and spend some time with your guests before you leave for your photoshoot.

The space is extremely cosy with a fireplace, couches, tables and chairs. The stoep offers a beautiful view of the surrounding mountains.

THE GALLERY - RECEPTION OPTION 1

This old shed has been transformed into a modern glass and steel reception venue with ample light streaming in from all sides with rolling mountain views on show from every angle.

The backdrop of the bar features a custom tile installation by Wolkberg Casting Studios.

Maximum capacity of 80 guests.









THE BALLROOM - RECEPTION OPTION 2

Originating as a cheese factory many years ago, the larger one of our two venues is the perfect space for hosting a wedding reception for up to 120 guests.

It features an imposing sandstone fireplace and thousands of fairy lights – creating a magical moody ambience!

It also boasts a cosy lounge adjacent to the bar, as well as a patio with mesmerising mountain views.

ACCOMMODATION

The Rosendal Country Retreat boasts 12 rooms available for the wedding party and guests. All rooms are booked for the wedding with a minimum of a 2 night stay, thereby ensuring exclusive use of the whole property, for your wedding weekend. Wedding guests receive 20% discount off the room rate.

Please note that breakfast for Saturday morning is not included in your stay. You are welcome to self cater or support one of the restaurants in town. However, a hearty buffet breakfast is included for all guests sleeping over at the retreat on Sunday morning (the day after the wedding).

Bridal couple to please supply a list of guests to The Rosendal country Retreat and can choose to pay for all the accommodation **OR** The Rosendal Country Retreat can invoice guests directly. Rooming list to be submitted at least 4 weeks before the wedding and full payment required from all guests for rooms 2 weeks prior to the wedding.

Depending on configuration, the maximum realistic occupancy is 34 adults and 10 children, made up as follows:

- 1 x Double rooms with a single bed (sleeping 3).
- 2 x Double rooms (sleeping 2 per room).
- 3 x Double rooms with sleeper couch (sleeping 3 adults or 2 adults and 2 children per room).
- 5 x Family rooms with bunkbeds (sleeping 4 per room).
- 1 x Family room (sleeping 5).

Max 3 adults per room please.

Rates quoted below are based on maximum capacity per room:

ROOM	BED SIZE	ADDITIONAL SLEEPER	MAX CAPACITY	2024 RATES (For 2 nights)	2025 RATES (For 2 nights)
Room 1	King Bed		2	R3 190	R3 500
Room 2	King Bed	Sleeper Couch	4	R4 190	R4 500
Room 3	King Bed	Sleeper Couch	4	R4 190	R4 500
Room 4	King Bed		2	R3 190	R3 500
Room 5	King Bed	1 Single Bed	3	R3 690	R4 000
Room 6	King Bed	Bunk Bed	4	R4 190	R4 500
Room 7	King Bed	Sleeper Couch	4	R4 190	R4 500
Room 8	King Bed	Bunk Bed	4	R4 190	R4 500
Room 9	King Bed	Bunk Bed	4	R4 190	R4 500
Room 10	King Bed	Bunk Bed	4	R4 190	R4 500
Room 11	King Bed	Bunk Bed	4	R4 190	R4 500
Room 12	King Bed	Bunk Bed + 1 Single	5	R5 500	R7 100
TOTAL BEFORE DISCOUNT:				R49 090	R54 100
20% DISCOUNT:				R9 818	R10 820
TOTAL AFTER DISCOUNT:				R39 272	R43 280

In addition to the above, Rosendal has many guest houses that are available for surplus accommodation requirements. Please visit www.rosendal.co.za



OUR PACKAGES

2024 RATES

WEEKENDS: FRIDAY, SATURDAY,
SUNDAY & PUBLIC HOLIDAYS
(and the day before the holiday)
(With a minimum of 40 guests)

VENUE HIRE	R54 000
COST PER ADULT	R565
COST PER CHILD (6-12 years)	R365
COST PER CHILD (under 6 years)	R0

DEPOSIT	R24 000
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2025 RATES

WEEKENDS: FRIDAY, SATURDAY,
SUNDAY & PUBLIC HOLIDAYS
(and the day before the holiday)
(With a minimum of 40 guests)

VENUE HIRE	R58 500
COST PER ADULT	R645
COST PER CHILD (6-12 years)	R395
COST PER CHILD (under 6 years)	R0

DEPOSIT	R25 000
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EXAMPLE COST ESTIMATE WEDDING FOR 80 ADULTS IN 2024

OPTION 1
(12 ROOMS INCLUDED ON BRIDAL
COUPLE'S INVOICE)

R24 000 (Deposit) - PAYMENT 1] PAYMENT 2
R45 200 (Cost per Adult R565 x 80)	
R 3 000 (Refundable breakage deposit)	
R39 272 (All rooms for two nights, less 20%)	
R30 000 (Remaining venue hire amount)	

R141 472 (All prices include 15% VAT)

OPTION 2
(GUESTS ARE INVOICED SEPARATELY FOR
THEIR ACCOMMODATION)

R24 000 (Deposit)
R45 200 (Cost per Adult R565 x 80)
R 3 000 (Refundable breakage deposit)
R30 000 (Remaining venue hire amount)

R102 200 (All prices include 15% VAT)

EXAMPLE COST ESTIMATE WEDDING FOR 80 ADULTS IN 2025

OPTION 1
(12 ROOMS INCLUDED ON BRIDAL
COUPLE'S INVOICE)

R25 000 (Deposit) - PAYMENT 1] PAYMENT 2
R51 600 (Cost per Adult R645 x 80)	
R 3 000 (Refundable breakage deposit)	
R43 280 (All rooms for two nights, less 20%)	
R33 500 (Remaining venue hire amount)	

R156 380 (All prices include 15% VAT)

OPTION 2
(GUESTS ARE INVOICED SEPARATELY FOR
THEIR ACCOMMODATION)

R25 000 (Deposit)
R51 600 (Cost per Adult R645 x 80)
R 3 000 (Refundable breakage deposit)
R33 500 (Remaining venue hire amount)

R113 100 (All prices include 15% VAT)

INCLUDED IN YOUR PACKAGE

BEFORE THE WEDDING:

- Event coordinator providing assistance leading up to the wedding.
- Mock table meeting at least 3 months before your wedding (This can also be hosted via Zoom if your flower and décor supplier is not able to come through). Should you wish to make a mini break of it and stay over, we offer 50% discount on our standard room rate for up to two rooms
- Final meeting with your coordinator at least 1 month prior to your wedding to go through all the details, this can be done in person or via Zoom.
- Reception Venue available for décor set-up the day before the wedding from 08:00 - 16:00.
- Basic set-up and cleaning of the facilities.

DAY OF THE WEDDING:

- Security and parking attendants.
- Snack packs for your service providers working into the evening: photographers, videographers or band members.
- Chef's Choice Canapés served with Mint-Lemon Water and Homemade Lemonade OR Ice Tea for guests upon arrival.
- Professional DJ at ceremony, canapés and reception.
- If the ceremony takes place in The Chapel: Chapel hire, podium, kneeling cushions, registry table, wooden benches, chairs for musicians and DJ.
- If the ceremony takes place in The Gardens: Podium, kneeling cushions, registry table, white padded Wimbledon chairs, chairs for musicians and DJ.
- Canapés and drinks for guests (after the ceremony).
- Picnic basket with snacks and drinks to take on your couple photo shoot.
- Fully Licensed Bar.
- Barman and Waiters.
- Standard cutlery and crockery, standard champagne and wine glasses.
- Rectangular 8-seater tables and chairs.
- Black or white napkins.
- Dinner: Your choice of a harvest table, buffet or plated meal.
- Dessert and a tea & coffee station.
- During Winter: plate warmers, fireplaces and blankets.
- Complimentary meals for up to four service providers.

AFTER THE WEDDING:

- Hearty buffet breakfast for Bridal couple and all guests staying over at The Retreat.
- Final invoice with recon of additional extras and refund of breakage deposit within two weeks.
- 50% discount on your accommodation for your 1st anniversary (please book well in advance to avoid disappointment).

IMPORTANT INFORMATION

TABLE WINE AND BAR

The Rosendal Country Retreat has a wine list available and you can pre-order table wine and bubbly for toasts from The Retreat. Should you wish to bring in your own wine a corkage fee of R70 per bottle will be charged. Bar tabs and special requests can be discussed with Management and finalised during the mock table meeting.

Please view our latest wine list through:
www.therosendal.co.za/weddings

FURRY FRIENDS

We understand that your beloved dog is a special part of your family, and we are delighted to have them here for your wedding ceremony and photoshoot. However, please note that our overnight units are unable to accommodate pets. We kindly request that you appoint someone responsible to take care of your furry friend and take them home after the festivities (There are quite a few dog friendly accommodation options in town). This will ensure that you can fully enjoy your special day without any concerns about your pet's well-being. Please let us know in advance if you plan to bring your doggie companion, so we can make appropriate arrangements to make their experience comfortable. Thank you for your cooperation!

CLOSING TIME

The Rosendal Country Retreat will close at midnight to allow our staff time to pack away and clean the venue.

SUGGESTED STARTING TIMES

- Winter: 3:00pm
- Spring & Autumn: 3:45pm
- Summer: 4:15pm

MINIMUM NUMBER OF GUESTS

40 PAYING GUESTS

SOCIAL MEDIA INSPIRATIONS

Follow us on our social media pages as these are great places to get ideas and be inspired by photos of real weddings that have been hosted at The Retreat.

Facebook: www.facebook.com/therosendal
Instagram: @therosendal
TikTok: @therosendalcountrypretreat





CATERING

Embark on a culinary journey that celebrates South African culture

Our menu is a harmonious fusion of flavours, a testament to the rich traditions and influences that make up our rainbow nation. From the shores of Durban to the heart of the Karoo, from Cape Malay spices to Zulu flavours, we have curated a feast that pays homage to the diversity of South Africa's culinary heritage. Each dish is a lovingly crafted ode to the different provinces and cultures that have shaped our nation, offering an extraordinary blend of tastes and traditions that is uniquely South African. We invite you to savour the essence of South Africa, to experience the warmth of our hospitality, and to create cherished memories in a setting that reflects the beauty and richness of our land.

Please discuss your special requests with our Chef. Our culinary creations evolve annually, showcasing the freshest and finest ingredients. Reach out to your dedicated coordinator for our most current menu offerings, or feel free to explore selections from our previous menus to craft a memorable feast that suits your palate perfectly.

We are delighted to accommodate dietary preferences, offering Vegan, Vegetarian and Halaal-friendly options at no extra charge. For strictly Halaal or Kosher catering, a surcharge of R950 will apply.

BEFORE THE CEREMONY

CANAPÉS

Upon arrival your guests will be welcomed with the Chef's Choice Canapé

DRINKS

Water infused with Mint & Lemon from the farm and your choice of refreshing Homemade Lemonade OR Homemade Botanical Iced Tea

AFTER THE CEREMONY

CANAPÉS

- Teppanyaki Station with selection of two Skewers:
Chicken & Seasonal Vegetables (GF) (V)
- Bobotie Eclair with Raisin Puree & Turmeric Custard
 - Goats Cheese Puff (V)
 - Polenta Rounds with Boerewors & Chakalaka
 - Mushroom Arancini with Romesco Sauce (V)
- Mini Yorkshire Mutton Bunny with Carrot Chutney
- Smoor Snoek Samoosa with Fresh Coriander Raita
- Caprese Puff Pastry Square with Sliced Bella Tomato, Mozzarella, & Basil Leaves, served with a Balsamic Reduction

DRINKS

- Mint-Lemon Water
- Fresh Fruit Juice

Served with your choice of:

Summer:

- Sangria made with a local South African Wine OR Sparkling Wine

Winter:

- Local South African Port OR Sparkling Wine

2024 BUFFET MENU:

PROTEIN

(Please choose two items)

- Butter Chicken Curry served with Sambals & Raita
- Herb crusted Lamb Chops with Spek Boom Chimichurri
- Oven Baked Chicken a la King with Mushroom Duxelles
- Cajun Spiced Pork Belly with Homemade Apple Sauce
 - Whole Roasted Beef Fillet with Biltong Spice
 - served with Mushroom or Pepper Sauce

STARCH

(Please choose two items)

- Braised Jasmine Rice with Crispy Red Onions
- Maize Rice Truffle Risotto with Wild Mushrooms
- Roasted New Potatoes with Parmesan & Basil
 - Sweet Potato Brûlée with Pumpkin Brittle
- Traditional Potato Bake infused with Chives, topped with Parmesan Crumb
- Creamy Somp made with Vegetable Stock

SALADS & VEGETABLES

(Please choose three items)

COLD:

- Fresh Farm Salad with Lettuce, Cherry Tomatoes, Cucumber, Pickled Onions, Deep Fried Danish Feta & Pickled Green Beans
 - served with our Homemade Dressing
- Pearled Couscous Salad with Roasted Butternut, Pecan Nuts, Dried Cranberries & Lettuce

HOT:

- Our Famous Pumpkin Pie OR Pumpkin Fritters
- Seasonal Roasted Vegetables with Pesto Drizzle
 - Spinach Crème & Feta Bake
- Slow Cooked Beans (Boere Boontjies) with Herbed Whipped Feta

DESSERT

(Please choose three items)

- Malva Pudding served with Custard
- Tiramisu Choux Bun with Cocoa Craquelin
- Spiced Carrot & Pineapple Cake with Cream Cheese Frosting
 - Traditional Milk Tart
- Vanilla Pod Sago Pudding with Caramelised Cinnamon Sugar
 - Peppermint Crisp Tart
 - Assortment of Macarons
 - Baked Cheesecake
- Double Chocolate Pecan Nut Brownies

COFFEE STATION

Bottomless Filter Coffee, Tea, and Hot Chocolate Station with Amarula, Marshmallows & Condensed Milk

2024 PLATED MENU:

STARTER

(Please choose one item)

- Butternut Gnocchi with Boeren Kaas Velouté, Herbed Oil & Toasted Pumpkin Seed Brittle (V)
- Roasted Vegetable Tartlet served with Basil-Tomato Jelly & Herbed Cream, topped with a Micro Green Salad (V)
- Beef Carpaccio with Biltong Spice, Chakalaka Aioli, Citrus Vinaigrette, Parmesan Shavings & Micro Green Salad
- Spinach & Ricotta Ravioli served with a drizzle of Olive Oil and a sprinkling of Grated Pecorino
- Seaweed Cracker topped with Sushi Rice, Smoked Trout Ribbons, Soy Sauce, Julienne Cucumber, Seaweed Caviar, Avo Purée & Kewpie Mayonnaise

MAIN COURSE

(Maximum of two meat choices & one vegetarian that must be pre-ordered)

- Biltong Spice Rubbed Beef Medallion with Hassel Back Potatoes & Pan Seared Green Beans, served with Pepper Sauce
- Braised Beef Brisket served with Sundried Tomato Risotto, Grilled Mushrooms & Seasonal Vegetables
- Herb Crusted Lamb Chops with Pomme Purée, Green Beans & Baby Carrots, served with a Red Wine Jus
- Chakalaka Chicken Roulade with Creamy Maize Rice Risotto, Braised Cabbage Purée & Seasonal Greens
- Slow Roasted Pork Belly served with Pomme Purée, Sweet Teriyaki, Apple Sauce, Red Cabbage & Pak Choi

DESSERT

(Please choose three items, to be served buffet-style)

- Malva Pudding served with Custard
- Tiramisu Choux Bun with Cocoa Craquelin
- Spiced Carrot & Pineapple Cake with Cream Cheese Frosting
 - Traditional Milk Tart
- Vanilla Pod Sago Pudding with Caramelised Cinnamon Sugar
 - Peppermint Crisp Tart
 - Assortment of Macarons
 - Baked Cheesecake
- Double Chocolate Pecan Nut Brownies

COFFEE STATION

Bottomless Filter Coffee, Tea, and Hot Chocolate Station with Amarula, Marshmallows & Condensed Milk







OPTIONAL EXTRAS, ADDITIONAL ACTIVITIES & EXPERIENCES

BEFORE THE WEDDING

- Enjoy a slow walk through the town of Rosendal. Explore the art galleries and other interesting places.
- Have breakfast /lunch at one of the restaurants in town.
- Mosamane 9km Hiking Trail.
For more information please contact:
henriettewakeford@gmail.com or call: 082 901 8799
- Horseriding at Moolmanshoek.
For more information please contact:
info@moolmanshoek.co.za or call: 082 855 5438
- The Rosendal Tennis Club – have a round to de-stress before the big day! Contact Peter: 082 818 2461.
- Dinner & Drinks at one of the restaurants in town.
- Pre-wedding braai dinner at the retreat.
For more information please contact our coordinator.

DAY OF THE WEDDING

- Breakfast & Lunch platters - price dependent on requirements, 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.

AFTER THE WEDDING

- Hearty Buffet Breakfast for guests NOT staying over at the retreat - R210 per person.

TAILORED EXCLUSIONS

While we provide an extensive array of amenities in our wedding packages, we understand that every wedding is unique. We have therefore intentionally excluded the following elements, allowing you to infuse your wedding with your personal style and preferences.

- Bridal Room, Groom's Room and Honeymoon Suite, (please allocate and use one of the rooms at the retreat that you have already booked OR book in town if you prefer to be off-site).
- Flowers, candles and décor specific to your wedding theme.
- External service providers & products, (photographers & videographers, stationery, ceremony officiant etc.).
- Table wine and sparkling wine for the toasts, (please order through the coordinator).



PREFERRED SERVICE PROVIDERS

PHOTOGRAPHER

- Mighty Fine Productions: www.mightyfine.co.za
- George & Co: www.georgeandco.co.za
- Tertius Photography: info@tertiusphotography.com
- Celeste van Graan: 079 523 5356
- DVB Productions: Ryno Steyn, 071 382 2897
- Foxline Productions: Belrie Botha, 083 304 0981

VIDEOGRAPHER

- Mighty Fine Productions: www.mightyfine.co.za
- George & Co: info@georgeandco.co.za
- DVB Productions: Ryno Steyn, 072 308 9159

DESIGNER

- My Darling Studio (Alessandra Robbertse)
info.mydarlingstudio@gmail.com
0730934816

MARRIAGE OFFICIANT

- Marius Combrinck: 071442 0331,
mariuscombrinck@yahoo.com

MAKEUP ARTIST / HAIR STYLIST

- Tamaryn Pretorius:
www.tamarynpretorius.co.za
- HK Beauty: hello@hkbeauty.co.za
- Gillian Wilson: 071 465 0567
- Marizaan Hinrichsen: 073 648 7642
www.facebook.com/salonmarizaan

DÉCOR AND FLOWERS

- Wilde Bloem: hello@wildebloem.co.za
- Veldmeisie: 083 373 9070,
veldmeisie@gmail.com
- Johan Combrinck: 063 632 3984,
krummel.rosendal@gmail.com
- Marlize – 072 390 4399

DRAPING AND LIGHTING

- Elegant Draping and Lighting:
Esmerie – 076 529 7884,
www.facebook.com/esmeridvelegan

WEDDING CAKE

- Krummel: Johan – 063 632 3984
www.facebook.com/krummelrosendal

LASER CUTTING (PERSPEX & WOOD) FOR STATIONERY/ SIGNAGE/ GIFTS

- Rosendal Atelier - Debbie Aggenbag:
083 294 5260, info@rosendalstays.co.za

BOOKING YOUR WEDDING

STEP 1 - VIEW THE VENUE VIRTUALLY

View the venue from the comfort of your own home through our website:
www.therosendal.co.za/weddings

STEP 2 - TAKE A TRIP

Should you wish to visit the venue in person, we have an exclusive offer to our Bridal Couples whereby the cost of your accommodation during the venue viewing trip is deducted from the final wedding invoice so you receive a free romantic stay! Please book through our coordinator.

STEP 3 - BOOK A ZOOM MEETING WITH OUR WEDDING CO-ORDINATOR

Meet up virtually over a cup of coffee to discuss dates and any other questions you might have. When you have agreed upon a date, your contract will be sent to you for completion.

STEP 4 - SECURE YOUR EVENT (PAYMENT 1)

- Sign and submit your contract online (Link will be sent to you via email upon request).
- Pay the deposit of R24 000 for 2024 OR R25 000 for 2025 (Payment 1).
- Send proof of payment along with copies of your IDs to weddings@therosendal.co.za

PAYMENT METHODS:

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

- Credit card Payment - additional 3%
- Cash payment - additional 1,8%

STEP 5 - CONFIRMATION

Your wedding date will be secured upon receipt of the above and you will receive written confirmation from us on the first Wednesday after you booked. You will also receive floorplans, a map, the wedding worksheet and guidelines on the process leading up to your wedding.

STEP 6 - PAYMENT OF FINAL INVOICE (PAYMENT 2)

Final numbers and balance of invoice due strictly two weeks before your wedding. If your final guest list is below the minimum required, you will still be charged for the minimum number of guests.

PLEASE NOTE

Due to the high demand for our venue, we are unable to accept provisional bookings.

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

We look forward to planning and sharing your special day with you!



WHAT HAPPENS NEXT

ASSISTANCE FROM OUR COORDINATOR:

You are welcome to contact our coordinator on weddings@therosendal.co.za if you have questions or require additional information. Please remember to arrange an appointment with our coordinator if you are planning on visiting.

WEDDING PLANNER:

We have your venue-related and wedding coordination needs covered. We take pride in offering the services of our in-house event coordinator as part of your wedding package, ensuring a seamless and stress-free experience. Please note that we do not allow external wedding coordinators to manage your wedding on the day of your event.

Our dedicated in-house event coordinator will be by your side leading up to the day of your wedding, offering expert assistance in planning and organizing every detail. This exclusive service allows us to maintain the highest standards of quality and coordination, guaranteeing that your special day is executed flawlessly. However, we understand that some brides may have a special relationship with an external wedding planner. If you choose to engage an external wedding planner, we kindly request that they hand over all responsibilities to our in-house wedding coordinator two weeks before OR at the final meeting (before the wedding). This ensures that there is only one person in charge on the day of your celebration, allowing for a seamless and coordinated event that lives up to your dreams.

SIX MONTHS BEFORE YOUR WEDDING:

Schedule a meeting with our coordinator to do a venue walk-about. Here we will discuss your requirements in more detail over a cup of coffee.

THREE MONTHS BEFORE YOUR WEDDING:

We will send you a reminder to schedule a date for a table mock-up with your booked florist. If you and your florist decide that a mock-up is not necessary, then a meeting will be scheduled to go through the Wedding Work Sheet.

ONE MONTH BEFORE YOUR WEDDING:

If you have any final information not yet given to our coordinator and you would like to do so in person, please make an appointment (for a week day).

THREE WEEKS BEFORE YOUR WEDDING:

The following information (in writing) will be requested, if not yet received:

- Your final menu choice together with any special dietary requirements for your guests.
- Special requirements at the bar.
- A scanned copy of your wedding invitation (or a link to your wedding website).
- A copy of the programme and formalities on your big day.
- A copy of your table seating plan.
- A complete guest list.
- The name and contact details of all external service providers (flowers and décor, hair and make-up, wedding cake, photographer, videographer, etc.).
- If your photographer has not yet been to The Rosendal Country Retreat, we will request for you to arrange a site visit for them so we can show them around. Booking essential.
- You will receive a friendly reminder that your final number of guests (and a break-down of children between 6 and 12 years of age, as well as children under the age of 6) will be required 1 week later at which time you will receive your final invoice for payment.
- Please count all service providers for the evening of your wedding into your final numbers (including assistants). We supply food for up to 4 service providers, (non-friends or family members not seated with your wedding guests), for example; the photographer. We will then simply subtract their costs from your invoice.

This will allow us to prepare for the correct number of guests.

TWO WEEKS BEFORE YOUR WEDDING:

Your invoice will be sent, due for payment 14 days prior to your wedding date. Please ensure that all wedding related information and requirements are provided within the time leading up to your wedding.

Please send the proof of payment and signed wedding worksheet to weddings@therosendal.co.za

Please scan the QR code for Terms & Conditions.







ESTD. **THE** 2008

ROSENDAL

COUNTRY RETREAT

THE ROSENDAL COUNTRY RETREAT

32 NEETHLING STREET, ROSENDAL,
FREE STATE, 9720

WWW.THEROSENDAL.CO.ZA
WEDDINGS@THEROSENDAL.CO.ZA