



BOUTIQUE VENUE

**BOOKING CONFIRMATION**

Please initial each page of the Terms & Conditions, complete this page and email to [venuemanager@candlewoods.co.za](mailto:venuemanager@candlewoods.co.za) together with the proof of payment.

I/We the undersigned, \_\_\_\_\_  
confirm that I/we have read and understood the payment structure and general terms and conditions and hereby agree to be bound to and in favour of Candlewoods Kerk Trading (Pty) Ltd t/a Candlewoods Boutique Venue by these terms and conditions and hereto bind myself/ourselves in my/our personal/the company's capacity as surety for the payment of all monies owing and indebted under this agreement. I further confirm that I/we understand the legal consequence thereof.

Written confirmation must be obtained from Candlewoods Boutique Venue for any variation to these standard policies or any other special arrangements.

NAME: \_\_\_\_\_  
ID NUMBER: \_\_\_\_\_  
CONTACT NR: \_\_\_\_\_  
EMAIL ADDRESS: \_\_\_\_\_  
FUNCTION DATE: \_\_\_\_\_ NO of PAX: \_\_\_\_\_  
ARRIVAL TIME: \_\_\_\_\_

PACKAGE:                    1. Candlewoods Chapel                      
                                  2. Candlewoods Banqueting Hall             
                                  3. Candlewoods Chapel & Banqueting Hall  

**Refunding of Breakage fee (if applicable)**

In the most likely case that we will refund your breakage fee after your function, please fill out your banking details below:

ACC. HOLDER NAME: \_\_\_\_\_  
BANK NAME: \_\_\_\_\_  
BRANCH CODE: \_\_\_\_\_  
ACC TYPE: \_\_\_\_\_  
ACC NUMBER: \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE

\_\_\_\_\_  
DATE

**THE BOOKING WILL BE CONFIRMED ON RECEIPT OF THE SIGNED TERMS & CONDITIONS, BOOKING CONFIRMATION FORM AND DEPOSIT PAYMENT. YOU WILL RECEIVE A WRITTEN NOTE FROM CANDLEWOODS BOUTIQUE VENUE VIA EMAIL TO CONFIRM THE RECEIPT OF THESE DOCUMENTS AND PAYMENT.**