



WEDDING PACKAGE & INFORMATION





A stone's throw from the alluring V&A Waterfront, located alongside the Time Ball Tower, Dock House Boutique Hotel offers the ideal balance between convenience and complete privacy. The hotel's charming exterior gives way to an opulent world beyond its front door. Chandeliers and ornate ceiling cornices, among other fine touches, create a sense of Victorian charm and allude to the property's historical roots, originally the Harbour Master's private residence in the 1800s.

Since then, the building has been transformed into a distinguished boutique hotel, voted among the top 25 luxury hotels in South Africa. It has been uniquely decorated with elaborate furnishings and bold artworks, maintaining the trait of classic exquisiteness throughout the establishment.

YOUR WEDDING

Create an individual statement with a wedding that exudes elegance and its own style at the beautiful Dock House Boutique Hotel. These premises make for a unique and private wedding setting in the heart of Cape Town's V&A Waterfront, with exquisite views of Table Mountain.

Dock House Boutique Hotel caters for intimate weddings and only hosts six weddings per year, at a maximum of one wedding per month, depending on availability.

Your special requirements will be catered for with great attention to detail by a professional team that places emphasis on quality rather than quantity.





WEDDING PACKAGE

Dock House Boutique Hotel offers an exclusive wedding package that enables you to plan towards the perfect wedding, with complete peace of mind.

INCLUDES:

- Three days' exclusive use of Dock House Boutique Hotel premises
- Two nights' accommodation at Dock House Boutique Hotel, including breakfast and personal bar
- Eight complimentary guest parking bays as arranged by the hotel

EXCLUDES:

Bar requirements/beverages on the wedding day

(All beverages will be supplied by Dock House Boutique Hotel and charged to the master account)

Menu price per person

(Three or four course set menu or buffet)

Floral arrangements and décor

(Dock House Boutique Hotel has preferred service providers and will advise on your requirements accordingly)

Entertainment

(During ceremony and pre-dinner drinks)

Wedding cake

Photography and videographer

Makeup and hair stylist

TAILOR-MADE PACKAGES

Tailor-made packages are available upon request, to ensure every detail of your dream wedding becomes a reality.

VENUE DETAILS

Dock House Boutique Hotel comprises five supremely elegant rooms, including a spacious suite. These have been individually decorated and imbued with understated Victorian elegance, which complements the property's lush contemporary style.

For absolute privacy, the whole hotel may be booked out for exclusive use, at an additional cost. In this case, guests will have private use of the dining room for breakfasts, lunches and dinners.



SEATING STYLES (MAXIMUM NUMBER OF GUESTS)

Venue	Cinema	Cocktail	Banquet
Restaurant, Breakfast Room	30	40	-
Lawn Area, Reception Marquee	-	-	80
Lawn Area, Ceremony	80	-	-

VENUE HIRE

All rates which are applicable to exclusive wedding venue hire at Dock House Boutique Hotel will be provided upon enquiry.

Rates are:

- Quoted per night for the entire house (Six rooms)
- Inclusive of a full English breakfast daily
- Inclusive of a 15% value added tax and tourism levy
- Subject to availability and seasonal occupancy



WEDDING CATERING

Enjoy the luxury of designing a menu according to your specific requirements. You can expect sophisticated cuisine which has been innovatively created using seasonal ingredients.

Pre-wedding drinks, the evening before your special day, may be hosted at Ginja, at the Victoria & Alfred Hotel, where views over the working harbour and Table Mountain can be absorbed.

Breakfast is served in the morning room or in the privacy of your room.

All other meals are kindly to be booked and confirmed in advance.

Please note that all catering is done exclusively by Newmark properties and their suppliers.

SPECIAL DIETARY REQUIREMENTS

All special dietary requirements are kindly to be discussed with Dock House Boutique Hotel in advance for the necessary arrangements to be made.

KOSHER & HALAAL CATERING

While Newmark's kitchens are not kosher or halaal, suitable meals are available via an outsourced supplier, at an additional cost.

ACCOMMODATION

Dock House Boutique Hotel comprises five supremely elegant rooms, including a spacious suite. These have been individually decorated and imbued with understated Victorian elegance, which complements the property's lush contemporary style. For absolute privacy, the whole hotel may be booked out for exclusive use, at an additional cost. In this case, guests will have private use of the dining room for breakfasts, lunches and dinners.

LUXURY ROOMS

Each of the five Luxury Rooms has individual character but all share equal amounts of sophistication. Three of the upstairs rooms have balconies with views of the bustling harbour at the V&A Waterfront and the ground floor room opens onto a veranda overlooking the groomed garden and swimming pool area.

- Average Room Size: 60 m² (Four rooms); 45 m² (One room)
- One set of inter-leading rooms (Rooms 4 and 5)
- Television with satellite channels
- Mini bar
- Complimentary coffee, teas and biscuits
- King size bed
- Luxurious 400 thread count Egyptian cotton bedding
- Air conditioning
- En-suite designer bathroom
- Heated towel rails
- Bathrobes and slippers
- Hairdryer
- International plugs
- Electronic safe





LUXURY SUITE

The Luxury Suite is exceptionally glamorous and, uniquely, the bedroom opens up to a private and beautifully manicured courtyard garden.

- Suite Size: 70 m²
- Television with satellite channels
- Mini bar
- Complimentary coffee, teas and biscuits
- King size bed
- Luxurious 400 thread count Egyptian cotton bedding
- Air conditioning
- En-suite designer bathroom
- Heated towel rails
- Bathrobes and slippers
- Hairdryer
- International plugs
- Electronic safe

SERVICES & FACILITIES

- Complimentary beverage on arrival
- Elegant morning room
- Private library
- Concierge and butler-style service
- 24-hour room service
- Room servicing twice daily
- Laundry, dry-cleaning and valet services, at an additional cost
- Secretarial service
- Travel consultancy and information service
- Foreign exchange facility
- Airport, city and restaurant transfers
- Secure parking
- Assisted disabled rooms/facilities
- WiFi throughout the hotel

DINING

Guests are welcome to select from various dining options when visiting Dock House Boutique Hotel. The hotel has its own intimate dining room where breakfast is served. Newmark's other Waterfront properties offer further delightful experiences, including fine dining at Dash or wholesome dining at Ginja. Breakfasts can also be enjoyed at these establishments at no additional cost when bookings are made on a bed and breakfast basis.



SWIMMING POOL

A pristine swimming pool, surrounded by a beautiful courtyard at Dock House Boutique Hotel, offers guests the opportunity to cool off on warm days. A bar and a number of deck chairs alongside the pool invite guests to relax and absorb the view of Table Mountain.



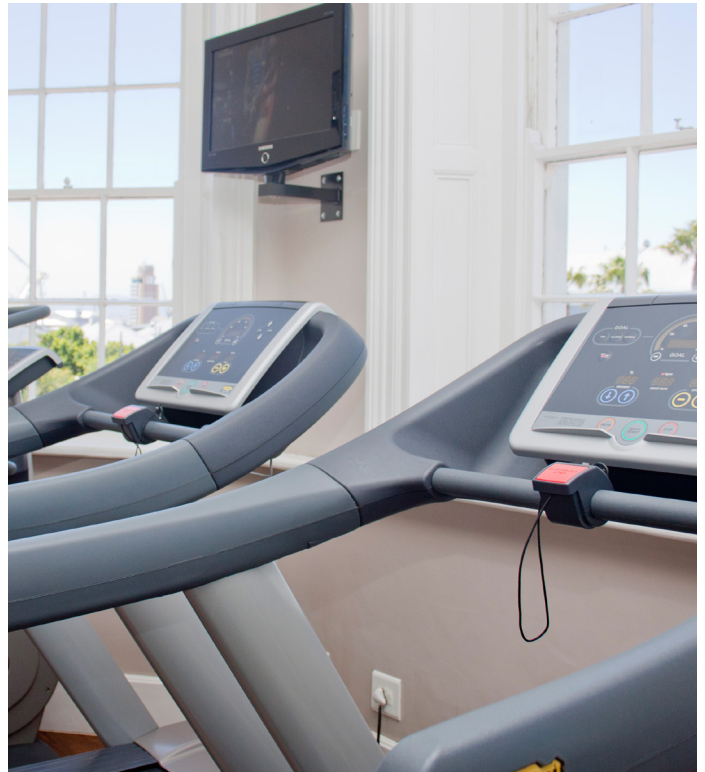
SANCTUARY SIGNATURE SPA

This modern and elegant spa allows guests to unwind completely, with a variety of treatments and world-class products available. Guests are further able to book a relaxing session in the Tylarium, a unique combination of both a traditional sauna and a soft, mild steam bath.



GYM

Guests are welcome to make use of the fully equipped gym, located next to Sanctuary Signature Spa. Personal training sessions are offered upon request, at an additional cost.



GENERAL INFORMATION

CHECK-IN AND CHECK-OUT TIMES

Check-in: 14H00
Check-out: 11H00

DISTANCES

25 km to Cape Town International Airport
2 km to Cape Town International Convention Centre
2 km to Cape Town CBD

CHILD POLICY

- Children of all ages are welcome
- Cots available for children up to the age of two
- Extra beds cannot be accommodated
- No child rates apply (Accommodation is charged per room, per night)
- Persons twelve years and older are considered adults and will require their own room/s at the applicable rate
- Child minding service available upon request with a minimum of 24 hours' notice, at an additional cost

ADDRESS

Physical Address:
Portwood Close
Portwood Ridge
V&A Waterfront
Cape Town
8001
South Africa

Postal Address:
P.O. Box 50050
Waterfront
8002
South Africa

GPS Co-ordinates:
-33.905604 | 18.41904

CONTACT

Reservations:
Tel: +27 21 427 5900
Fax: +27 21 427 5901
Email: reservations@newmarkhotels.com

Hotel:
Tel: +27 21 421 9334
Fax: +27 21 419 7881
Email: res@dockhouse.co.za
www.newmarkhotels.com/places/hotels/dock-house-boutique-hotel

LOCALITY

TEMPERATURE

Average Day Temperatures:

26 °C (December to March)

21 °C (April to May)

19 °C (June to September)

22 °C (October to November)

ELECTRICITY

220 V

All rooms have international adaptors.

CURRENCY

South African Rand (ZAR)

All credit cards are accepted.

No cheques accepted.

HEALTH

It is recommended that guests contact their local travel clinic for advice on the necessary precautionary measures for visits to this region.

SUGGESTED PACKING LIST

- A variety of light-weight and warm clothing as Cape Town's weather can be unpredictable
- A hooded jacket for rainy seasons
- Walking shoes
- Beachwear
- Hat
- Sunblock
- Sunglasses
- Camera

ABOUT CAPE TOWN

Cape Town, otherwise known as “The Mother City”, is a cherished destination among locals and internationals alike. The city is the legislative capital of South Africa and is located on a peninsula, on the country's southwest coast. It has, in recent years, been named the best place in the world to visit by leading international media – and the reasons for this are unmistakable. Cape Town is rich in natural beauty, diversity, entertainment and world-class developments.

The region's Mediterranean climate makes for pleasant summers, although winds can pick up. Notwithstanding Cape Town's unpredictable weather, which has earned it the reputation of having four seasons in one day, the city experiences an average of over 3 000 hours of sunshine a year. Winters are typically rainy, but the city takes on a cosy, European atmosphere which is easily embraced at one of the Winelands' many estates, alongside a fireplace.





TERMS & CONDITIONS

PRE-PAYMENT POLICY (APPLICABLE TO GROUP BOOKINGS)

Please note that your reservation is not confirmed or secured until this pre-payment requirement has been paid in full. Newmark reserves the right, without notice to the Tour Operator/Agent/Company/Guest/Group, to release any accommodation held where the required pre-payment has not been paid in full within the stated period.

Should Newmark receive confirmed bookings against provisional space, it does reserve the right to contact you to request releasing of rooms and it will require a response within 48 hours or the rooms will be automatically released.

- Once a reservation has been made, a pro-forma invoice will be forwarded to the Tour Operator/Agent/Company/Guest within 24 hours of the booking date.
- A reservation will be held on a provisional basis for fourteen (14) days from day of booking. The Tour Operator/Agent/Company/Guest is required to release provisional bookings in writing by either e-mail or fax.
- A group will become confirmed once the pre-payment has been received and all terms and conditions have been adhered to.
- Newmark requires the following advance pre-payment:
 - A 20% non-refundable pre-payment for the full value of the reservation within fourteen (14) days of making a reservation
 - An additional 50% of the full amount ninety (90) days prior to the earliest arrival date
 - The outstanding balance is required thirty (30) days prior to the arrival date
 - All other extras must be settled with the hotel
- Should a reservation be made sixty (60) days or less prior to the arrival date, 50% of the total amount is required within seven (7) days of date of booking and full payment is required thirty (30) days prior to the earliest arrival date of the group.
- Should a Tour Operator/Agent enjoy credit facilities with Newmark, they are required to prepay for groups to guarantee the booking, in which event the account will be invoiced in accordance with that facility.
- Newmark reserves the right to cancel any reservation should the pre-payment policy not be adhered to.
- The Tour Operator/Agent/Company/Guest is liable for all accommodation payments in terms of this contract.
- Newmark reserves the right to request payment directly from clients, should pre-payment not have been received by the stipulated deadlines.

REDUCTION/CANCELLATION POLICY (APPLICABLE TO GROUP BOOKINGS)

- All reservation cancellations must be received by the Central Reservations Department per email or fax.
- Cancellation of groups made within 30 days of intended arrival will not incur cancellation charges if cancelled within 24 hours of original confirmation.
- The Tour Operator/Agent/Guest shall be liable for the following cancellation fees on the cancellation of a confirmed reservation or reduction in the number of rooms or guests:
 - 91 days or more prior to arrival: 20% of the full amount if the entire booking is cancelled or 20% of the revenue relating to the cancelled rooms
 - 90 to 31 days prior to arrival: 50% of the full amount if the entire booking is cancelled or 50% of the revenue relating to the cancelled rooms
 - 30 to 0 days prior to arrival: 100% of the full amount if the entire booking is cancelled or 100% of the revenue relating to the cancelled rooms
- All accounts must be settled in full on departure – in the event of a group or part thereof checking out prior to the guaranteed departure date, Newmark reserves the right to charge for the full duration of the original booking.
- Failure to adhere to any of the booking or pre-payment deadlines entitles Newmark at its sole discretion to automatically release the accommodation booking.
- In the event of a no show, Newmark reserves the right to charge the Tour Operator/Agent/Company/Guest for the full duration or part thereof depending on the occupancy and availability of rooms on the night/s in question unless Newmark is able to resell the rooms.
- Newmark reserves the right to retain any pre-payments paid in lieu of cancellation fees payable in accordance with the cancellation policy herein.

OTHER (APPLICABLE TO ALL BOOKINGS)

- Function cut-off time is 23H00.