



R40 Road From Phalaborwa To Mica

015 004 1091

admin@springbokgroup.co.za

Venue Booking Form

Name/ Company	
Contact name	
Tel	
Email	
Alternative Contact Details Name & Tel	
Responsible Person for Account – Name & Contact	
Invoice details	
Department	
Preferred Venue	
Number of Guest	

Booking Date	
Start Time	
End Time	

Type of event:

.....

Number of guests _____ (Attached security list to be completed)

Extra Hire (additional cost)	
Tables	
Tables cloths	
Chairs	
Chair covers	



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Overlays	
Napkins	

Sound required? Yes/ No
 Cordless microphone required? Yes/ No
 Please note that you must bring your own AV Cable or a deposit of R500 is payable

Bar service required	Yes/No
Caterer services required	Yes/No
Arrival time of barmen if own	
Arrival time of caterer if own	

Comments:

Borwa Lifestyle Centre

Post cleaning required	Yes	No
Bathroom attendant required	Yes	No

Do you require any set-up/establishment days prior to event If Yes please indicate days required	Yes/ No
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Do you require any de-establishment days post the event If Yes please indicate days required	Yes/ No
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Do you want to erect any form of marquee/ tents/ gazebos?	Yes/No
Do you want to erect any form of advertising/ banners/flags etc?	Yes/No
If yes, what type and quantity:	
Area to be used must be pre-approved by managers due to irrigation pipelines etc.	

Additional information you deemed necessary
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Venue List & Prices

- Wooden deck R15 000.00 (130 pp)
- Rooftop Bar R20000.00 (80 pp)
- VVIP section R5000.00 (15-20 pp)
- Outside bar R4000.00 (15 pp)
- Lapa R30000.00 (200 pp)
- VIP private rooms R1000.00 (4 pp)
- Whole venue for private functions R100 000.00
- Whole venue for gigs R250 000.00



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Client Name: **Signature:**

Position : **Date:**.....

Borwa Lifestyle Rep:..... **Signature:**.....

Position : **Date:**.....

Yours Sincerely

Borwa Lifestyle Centre Team

Please submit this information to enable us to provide a comprehensive quotation that meets your requirements. Email : Vonani@springbokgroup.co.za

