

# Terms & Conditions



10 people or more

## Venue hire/function fees

- We do not charge a Venue Hiring fee
- A **R30 per head 'function fee'** is charged for guests who do not order something to eat from our a la carte menu or pastry counter (This only applies to guests who are ordering beverages only). If you have pre-ordered an afternoon tea selection from our kitchen or have selected one of our set menus, this of course will not apply.

## MENUS - food only (all beverages are excluded from the per head price)

BREAKFAST/BRUNCH	R95 or R140 per head set menus
LUNCH	R125 or R160 per head set menus
AFTERNOON TEAS	R100, R150 or R200 per head set menus

## Final number of confirmed guests

- Please let us know should your final confirmed number of guests change (even as late as on the morning of your reserved date). This will allow us to plan our seating for the day and to add/remove tables to your reserved section of the restaurant. We reserve unused seats for a significant period of time before your booking arrives. Should some of your guests not arrive, we reserve the right to charge a R30 per head 'function fee' mentioned above to recoup part of the cost of reserving those tables and removing them from service during this time.
- If you are more than **20mins late** for a reservation We reserve the right to give your table away

## Service charge

- We insist on a **10% service charge** – this will be given to the waitron/s serving you and your guests

## Cake-age

- Preferably no baked goods allowed on our premises.
- We would prefer for you to order from us – please request our 'Cakes to Order' price list
- If you have specially arranged for someone to bake a cake, you are most welcome to bring it into our cafe, however please do bring it to our attention in advance
- We charge a R10 cake-age fee for a per standard slice of cake (subject to our discretion), cupcake, biscuit or baked item brought into our restaurant.
- Cake-age fee only charged if the food is **consumed** on the premises of Four and Twenty. We do not charge cake-age if the cake is for *decoration purposes only* or if the baked item is *packaged for taking home as a gift* and does not form part of the food offerings for the day

## Table decorations

- In general, we will have your reservation area cleared between **30min to 1 hour** before your guests are due to arrive. If you would specifically like to have 'set up time', please request so a time can be confirmed before-hand and we can ensure the area is available for the set up.
- You are welcome to decorate your tables however you wish! 😊
- Please keep glitter and confetti to a minimum when decorating your tables, for clean-up purposes.

## Afternoon tea functions

**Saturdays....** we close at 5pm, you are welcome to settle your bill at 5pm and stay until 5:30pm

**Sundays....** we close at 4pm, you are welcome to settle your bill at 4pm and stay until 4:30pm

*We request that you please respect the above closing times to ensure our staff are able to complete their evening duties*

**15 people or more**     **Deposit required** – at least 1 week before booking date

A deposit of **R50 per person** is required to secure your reservation.

This amount will be removed from your bill when settling the balance on the day of your function.

Please could you kindly send your proof of payment to the following email address: [info@fourandtwentycafe.co.za](mailto:info@fourandtwentycafe.co.za)

## BANKING DETAILS

**Acc. name:** Four and Twenty  
**Bank:** First National Bank  
**Branch:** Client Resolution  
**Branch code:** 250655  
**Acc. number:** 62725047048