



TERMS & CONDITIONS

LARGE RESERVATIONS - 15 guests or more

1. PLEASE SELECT ONE OF OUR SET MENUS
2. A DEPOSIT PAYMENT IS REQUIRED TO SECURE YOUR RESERVATION

SET MENU OPTIONS

BREAKFAST/BRUNCH	R150 per head set menu
LUNCH	R150 or R200 per head set menus
BRUNCH FEAST	R250 per head set menu * includes one beverage per person
AFTERNOON TEAS	R150, R200 or R250 per head set menus

Please note all the above menus (except for the Brunch Feast) excludes all beverages

All set menus exclude a minimum of 10% service charge for your waitron/s serving you and your guests on the day

We are a 'Halaal-friendly' Café

All free range chicken served is Halaal and we have 'Halaal-friendly' options for all the above Set Menus. Please note, our kitchen is not officially Halaal certified.

Child Policy

We have specially curated menus similar to the above set Menus for kids aged between 3 and 12 years old. Please enquire for options.

SATURDAY BOOKING TIME SLOTS

09:00 (<i>can be earlier, we open at 08:00</i>)	----- set up time from 08:00 (1 hour)
11:00 – BRUNCH FEAST menu only	----- set up time from 10:30 (30 mins)
14:30	----- set up time from 13:30 (1 hour)

SUNDAY BOOKING TIME SLOTS

09:00	----- set up time from 08:00 (1 hour)
11:30	----- set up time from 11:00 (30 mins)
13:30	----- set up time from 13:00 (30 mins)

AFTERNOON TEA RESERVATIONS

MENU SELECTION

We strongly recommend our menu selections and their quantities per person. These have been specially designed for a specific number of people in order to sufficiently cater for yourself and your guests on the day. Should more than the confirmed number of guests arrive on the day without prior arrangement, we reserve the right to charge a R30 'function fee' per person over and above the confirmed number of guests. If this is 'out of your control', you may discuss an alternative arrangement with the manager on duty whereby additional food is ordered from our pastry counter to avoid this fee. We do not recommend this as items are subject to availability and are produced to be on offer for our other customers on the day. Thank you for your understanding.

CANCELLATION POLICY

Cancellation of guests (for example, "we are now not 20 guests anymore, we are now 18 guests")

In the event of cancelling one or more guests, your deposit payment on each guest (R100) is 100% refundable up to 4 days before the reserved date. If you cancel less than 4 days before OR these guests do not arrive for your reservation, the deposit is non-refundable and you will be charged a R100 per guest "cancellation fee" for each guest that does not attend.

Cancellation of the entire reservation

In the event of cancelling the entire reservation, your deposit payment is 100% refundable up to 14 days before the reserved date. If you cancel less than 14 days before OR you do not arrive for your reservation, the deposit is non-refundable.

TERMS & CONDITIONS continued

DEPOSIT DETAILS

A deposit of **R100 per person** is payable upon confirming your reservation.
Your reservation will only be confirmed and secured upon receipt of proof of payment.
Proof of payment may be sent to accounts@fourandtwentycafe.co.za

If you are still gathering your final confirmed number of guests, you may pay the deposit based on your expected number of guests. Final numbers may still be adjusted up to *4 days before* the reservation date in order for us to make the necessary amendments. Your deposit payment will be credited to you in full on the day when settling the final bill. You will only be charged a R100 per head 'cancellation fee' for any guest that does not arrive on the day.

BANK DETAILS

Acc. name: Four and Twenty

Bank: First National Bank

Branch: Client Resolution

Branch code: 250655

Acc. number: 627 250 470 48

POP Reference: Please use the café's location (Wynberg or Uitsig) as well as your name for POP reference.

For example: "WYNBERG JANE"

RESERVATIONS

VENUE HIRE/FUNCTION FEES

We do not charge a Venue Hiring fee.

For tables of 10 people or more, 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 ordered a meal or have selected one of our set menus, this of course does not apply.

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 a reservation arrives and 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 minimum **10% service charge** – this will be given to the waitron/s serving you and your guests

CAKE-AGE

*We have a fully operational bakery and we would prefer that no other baked goods are brought into our restaurant. Please request our list of 'cakes/pastries to order' price list.

*If you have specially arranged for someone to bake a cake or there if we are unable to accommodate your cake requests, you are most welcome to bring it along. Please do bring it to our attention in advance.

***R10 cake-age fee** per standard slice of cake (subject to our discretion), cupcake, biscuit or baked item brought into our restaurant.

The cake-age fee mentioned above will only be charged if the baked items are **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

PLEASE TAKE NOTE: Cakes brought in and not made by Four and Twenty:

*Any cake boxes required for take-home slices of cake (sliced by yourselves) will be charged for at R5 per small box. You would be welcome to bring along your own cake boxes if you wish.

*We can arrange for our pastry chefs to slice your cake and serve in boxes for your guests to take home, we do offer a slicing and packaging fee of R10 per packaged cake slice, including the box.

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 cleaning-up purposes.