



THE LORD MILNER HOTEL,
MATJIESFONTEIN
WEDDING AND FUNCTION
INFORMATION PACK 2018/2019



The Lord Milner Hotel

t: 023 561-3011 | f: 023 561-3020 | e: bookings@lordmilnerhotel.co.za | www.matjiesfontein.com
1968/010973/07 VAT 4280115090



The Lord Milner Hotel was named for Lord Alfred Milner, who was the governor of the Cape during The South African War (Anglo-Boer War). The gracious grand dame was completed in 1899, and shortly thereafter served as the Headquarters of the Cape Western Command.

At the Lord Milner Hotel, historic ambience, old world service and classic comfort combine.

The Lord Milner offers venues for private functions, birthday parties and weddings. We can comfortably accommodate 97 guests, and should your group exceed this number, we do have reliable accommodation partners in the close vicinity of Matjiesfontein to accommodate the rest of your group.

The Lord Milner Hotel has seven function and wedding venues available and capacity ranges from 30 up to 120 delegates. Below you will find our full accommodation room layout and venues with all the relevant rates applicable.

We do offer the following: Venue, accommodation, (tables, chairs, cutlery, and crockery for up to 120 guests), waiter service, bar service, white table cloths and white chair covers.

The Lord Milner has a fully licenced bar and kitchen. Please find below our menu options for functions and weddings.

Should you wish to make a reservation for a function or a wedding we do encourage our guests to first make an appointment and visit us to establish all the details and requirements of your function or wedding.

Venue/Wedding/Function bookings contact Arno Smit - functions@lordmilnerhotel.co.za

Accommodation bookings contact Cindy & Ingrid - bookings@lordmilnerhotel.co.za



Lord Milner Hotel Function and Wedding Venues

Court House Venue

R 2700 Venue Hire

Capacity 30 PAX

Yellow Lounge Venue

R 2700 Venue Hire

Capacity 35 PAX

Transport Museum

R 12 000 Venue Hire

Capacity 150 PAX

Pink Church (Wedding Ceremony)

R 2700 Venue Hire

Capacity 130 PAX

Gardens (Weather Permitting)

R 2700 Venue Hire

Capacity 200 PAX

Hotel Dining Room

Exclusive Use (Available when hotel is reserved in full)

Capacity 60 PAX

Courtyard (Weather Permitting)

R 2700 Venue Hire

Capacity PAX 90



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Venue Fee includes

- Tables & Chairs for 120 PAX
- White table cloths and white chair covers
- White Crockery, Stainless Steel Cutlery, Glasses for 120 PAX
- Waiters and Bar staff
- Bar service up to 00h00





Lord Milner Hotel Room Lay Out

Hotel Luxury Suites:

Total Rooms - 7

Room 11-Double room

Room 12-Double room

Room 15-Double room

Room 16-Double room

Room 17-Double room

Room 18-Double room

Room 19-Double room

All Luxury rooms can accommodate 2 per room people max. No twin beds in Luxury suites.

*Luxury rooms are at the cost of **R1995** per night B&B*

Hotel classic singles

Total Rooms - 2

Room 22-Single bed

Room 23-Single bed

Can accommodate 1 person per room max.

*At the cost of **R905** B&B*

Hotel classic double rooms

Total Rooms - 6

Room 14-Double room

Room 20-Twin room

Room 21-Double room

Room 24-Double room

Room 25-Double room

Room 26-Double room

All classic double rooms can accommodate 2 people per room max.

*Classic double rooms are at the cost of **R1755** per night B&B*



Reston Villa Luxury suites

Total rooms – 4

Room 29-Double room

Room 30-Twin room

Room 31-Double room

Room 32-Twin room

All Reston Villa Luxury suites can accommodate 2 people per room max.

*Room rate are at **R1995** per night B&B*

Old Marie Rawdon Museum Cottage (OMS)

3 Bedroom Cottage

1 twin bedroom

2 Double rooms

En-suite bathroom & lounge

Oms can accommodate 6 people max and 4 people min in whole cottage.

*At the cost of **R4475** per night B&B*

Olive Schreiner Cottage (OS)

Total rooms - 1

1 Double bed, lounge, and en suite bathroom.

*Can accommodate 2 people max **R1710** per night B&B*

Swimming pool suite (SPS)

Total rooms - 2

Suite A - Twin room

Suite B - Double room

Each room has its own en suite bathroom

Can accommodate 4 people max, 2 people min.

*At the cost of **R5240** per night B&B*



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Motel Single rooms

M 4- Single bedroom

Accommodates 1 person

*At the cost of **R625** per night bed only.*

Motel Garden facing rooms

M10- Twin room

M11-Twin room

M12- Twin room

M14A-Double room

M14B-Twin room

M15A-Double room

M15B-Twin room

M16- 2 Double beds in rooms, can accommodate 4 people max & 2 min.

*Rooms are at the cost of **R1190** per night bed only.*

Rooms 14 A&B, rooms 15A&B are also used for family units as they are interleading.

Motel Riverside rooms

M17-Double room

M18-Double room

M19-Twin room

M20-Double room

M21-Double room

M22-Twin room

M23-Double room

All riverside rooms can accommodate 2 people max.

*At the cost of **R1005** per night bed only.*



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Douglas Garden Cottages

Total rooms - 8

33- Twin room

33A- Double room

34-Twin room

34A-Double room

35-Twin room

35A-Double room

36-Twin room

36A-Double room

Can accommodate 2 people per room max

*At the cost of **R1755** per night b&b*

Should you wish to reserve accommodation kindly contact our bookings department at
bookings@lordmilnerhotel.co.za

Total Rooms = 49



List of available menus

*Please note menu options 2-6 must be pre ordered at least 30 days prior to event.
All special dinner options are for 30 PAX or more and only served when booked with a venue.*

Option 1

Braai Menu

FROM R265 per Person and Children (12 years & younger) R150 per Person

Freshly Baked Farm Style Breads

Local Butter, Homemade Jam, House Made Preserves, Cheddar Cheese

Greek Salad

Mixed Greens, Peppers, Red Onion, Cherry Tomatoes, Olives, Feta, Honey Mustard Vinaigrette

Grilled Mushroom and Zucchini Kebab

Cherry Tomatoes, Peppers & Onion

Succulent Jerk Basted Chicken Kebabs

Hartman & Sons Local Boerewors

Klein Karoo Lamb Chops

Lemon Zest & Rosemary Marinade

Traditional Braai Broodtjies

Tomato, Onion, Cheddar Cheese

Dessert (*Additional R40 per Dessert*)

Traditional Malva Pudding

Crème Anglaise, Vanilla Ice Cream, Brandy Snaps

Eton Mess

Ice Cream, Berry Compote, Whipped Cream, Meringue

& Fresh Berries



OPTION 2

Set Menu R260,00 Per Person

STARTER

Hot Logan Loup (Soup of The Day)

MAIN COURSE

Roast Leg of Karoo Lamb with Lamb Jus

Roast Potatoes and Seasonal Vegetables

OR

Honey-Mustard Glazed Confit Pork Belly

Creamed Potato, Carrot Puree, Soy Sauce Dressing

DESSERT

Eton Mess

Ice Cream, Berry Compote, Whipped Cream, Meringue

& Fresh Berries

OR

Traditional Malva Pudding

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OPTION 3

Set Menu R180, 00 per Person

STARTER

Hot Logan Soup (Soup of The Day)

MAIN COURSE

Traditional Karoo Lamb Curry

Steamed White Rice and Side Sambals

OR

Coronation Chicken Potjie

Steamed white rice with a steamed green vegetable

DESSERT

Vanilla Ice Cream and Chocolate Sauce

OR

Eton Mess

Ice Cream, Berry Compote, Whipped Cream, Meringue
& Fresh Berries



OPTION 4

Set Menu R265, 00 per Person

STARTER

Springbok Carpaccio Salad

Fresh Mixed Lettuce, Sweet Chili Dressing, Blue Cheese Crumbs

MAIN COURSE

Honey-Mustard Glazed Confit Pork Belly

Creamed Potato, Carrot Puree, Soy Sauce Dressing

OR

Grilled Beef Sirloin Steak

Deep-fried Potato Wedges, Side Tomato & Onion Salsa

DESSERT

Bread & Butter Pudding

Fresh Berries, Nut Crumble, Vanilla Ice Cream

OR

Traditional Malva Pudding

Crème Anglaise, Vanilla Ice Cream, Brandy Snaps



OPTION 5

Set Menu R260,00 Per Person

STARTER

Avocado & Shrimp Salad

Fresh Mixed Lettuce, Avocado, Shrimp & Sweet Chili Dressing

MAIN COURSE

Grilled Beef Sirloin Steak

Deep-fried Potato Wedges, Side Tomato & Onion Salsa

OR

Roast Leg of Karoo Lamb with Lamb Jus

Roast Potatoes and Seasonal Vegetables

DESSERT

Peppermint Crisp Tart

Crème Anglaise, Fresh Berry, Vanilla Ice Cream

OR

Eton Mess

Ice Cream, Berry Compote, Whipped Cream, Meringue

& Fresh Berries



OPTION 6

Set Menu R270,00 Per Person

STARTER

Double Baked Cheese & Herb Souffle

White Wine Velouté

MAIN COURSE

Klein Karoo Springbok Loin

Butternut Puree, Fondant Potato & Red Wine Jus

OR

Roast Leg of Karoo Lamb with Lamb Jus

Roast Potatoes and Seasonal Vegetables

DESSERT

Eton Mess

Ice Cream, Berry Compote, Whipped Cream, Meringue

& Fresh Berries

OR

Traditional Malva Pudding

Crème Anglaise, Vanilla Ice Cream, Brandy Snaps



HARVEST TABLE

R125,00 Per Person

Selection of Different Homemade Breads

Baguettes, Brown Seed Loaves, White Seed Loaves, Cheese Crusted Bread Rolls, Olive & Rosemary Focaccia

Cheese Platters: Grated/Sliced/Whole

Brie, Camembert, Cheddar & Blue Cheese

Variety of Homemade Sweet Products

Different Flavours of Jams & Preserves

Sliced Cold Meat Platters:

Salami, Boereham & Smoked Chicken

Root Vegetable Crisps

Smooth Pâtés & Dips:

Chicken Liver, Baba Ghanoush (Brinjals), Hummus (Chick Peas)

Dip Flavours – Subject to Flavours Available

COCKTAIL MENU

Snack selection

R32pp – Spiced mixed nuts

R35pp – Droe wors

R45pp – Biltong

R28pp – Olives

R25pp – Vegetable crisps and dips

R25pp – Crudités and dips

R10pp - Popcorn



Cold selection

R20pp – Brochette with Rare roast beef, wholegrain mustard

R20pp – Smoked springbok Carpaccio on crouton, harissa sauce

R16pp – Caprese kebab (cherry tomato, basil, mozzarella cheese, pesto)

R20pp – Cucumber cups with smoked salmon mousse

R16pp – Cheese and tomato sandwiches

R16pp – Cucumber & cream cheese sandwiches

R18pp – Avocado tomato salsa bruschetta

R22pp – Beef tartare crouton

R16pp – Sesame phyllo disc – spaghetti cucumber

R18pp – Smoked salmon and cream cheese roulade

Hot Selection

R18pp - mini chicken kebabs

R16pp – Mini samosas/spring rolls

R16pp – cream cheese Stuffed jalapenos with ginger soya sauce

R16pp – mini fishcakes, tartar sauce

R14pp – mini vegetarian quiches

R25pp – Sesame crusted chicken strips, sweet chilli sauce

R17pp – blue cheese stuffed crumbed mushrooms

R18pp – Pepper crusted springbok disk

R16pp – Spicy couscous balls

R35pp – Honey glazed crispy Pork belly bites

R18pp - Risotto balls

R20pp – Roast lamb and red onion crouton



Sweets Selection

R17pp – Mini Lemon meringue

R17pp - Koeksisters

R16pp – Mini Melktert

R17pp – Chocolate brownies

R15pp – Chocolate éclairs

R13pp – Fruit tartlets

R15pp – Vanilla panacotta

R15pp – Top deck mouse/Plain mousse

R15pp – Mini cheesecake

R14pp – Doughnuts

R14pp – Cupcakes

R12pp - Meringue



Frequently asked questions

Will there be any other guests in the hotel during my function?

If you book more than 70 guests in the hotel, you will have exclusivity of the premises. Our Coffee Shop and Pub however will remain open for day visitors.

Are there adequate restroom facilities?

Yes

Can I bring my own drinks or alcohol?

We are a fully licensed premise, so NO alcohol may be brought in for a function. You are however allowed to bring wine and sparkling wine for R50 per bottle corkage by arrangement. Any pre-drinks, cocktails, juice, punches, or other drinks must be organised and purchased through the Lord Milner Hotel.

Can I bring my own food?

We are a fully licensed premise and unfortunately, we cannot permit any food or cakes not prepared by our chefs.

What if it is raining?

Unfortunately, the weather is the one thing we cannot control. If it is raining, we will discuss a plan B with you, which could be at an alternative venue.

What about load shedding? Do you have a generator?

Yes, we do. We have a generator. This is all on an atomized system that switches when ESKOM fails.

When do we need to pay the balance of the venue fees and catering?

You will need to confirm the number of guests that you have for catering 21 days before your wedding or function. Don't forget to add your service providers (Photographers, DJ, videographer etc). Once we have received this, we will email you the invoice for catering and your final venue fees. The final invoice will need to be paid no later than 14 days before your wedding date.



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What time do we have to turn off the music?

Our curfew is strictly 00h00. We lock the bar and venue and your DJ must be packed and out of the venue by 01:00 am. You may sit out on the stoep until any time you wish, but the venue will be closed.

Will other guests stay in the hotel?

This depends if the entire property has been reserved for exclusive use. You can decide to organise whom sleeps where with these rooms and we invoice you for the accommodation, or your guests can book directly with us and we handle the payments. Standard hotel check-in and check-out procedures will apply.

How much does the accommodation cost?

Please see accommodation rates and room layout

More than 97 guests and where can they stay?

www.rietfonteinreserve.co.za
www.jagerskraalfarm.com

How to make a booking?

All venue bookings contact functions@lordmilnerhotel.co.za

All accommodation bookings contact bookings@lordmilnerhotel.co.za

Do the Hotel Provide décor for the event?

The Lord Milner Hotel does provide white table cloths, white chair covers, tables, and chairs for up to 100 guests or delegates. All other décor must be arranged by client and approved by Hotel management.

What does the Hotel offer for the event?

The Lord Milner Hotel does provide white table cloths, white chair covers, tables, and chairs for up to 120 guests or guests. All other décor must be arranged by client and approved by Hotel management. Bar service, waiter service, menu options and venue.

All venue related bookings functions@lordmilnerhotel.co.za

All accommodation related bookings bookings@lordmilnerhotel.co.za



Cancellations / reductions

- If a reservation is cancelled / reduced between 180 and 120 days prior to arrival there will be a 15% cancellation fee will be levied on the total invoiced amount;
- If a reservation is cancelled / reduced between 119 and 90 days prior to arrival there will be a 25% cancellation fee will be levied on the total invoiced amount;
- If a reservation is cancelled / reduced between 89 and 60 days prior to arrival there will be a 50% cancellation fee will be levied on the total invoiced amount;
- If a reservation is cancelled / reduced between 59 and 30 days prior to arrival there will be a 75% cancellation fee will be levied on the total invoiced amount;
- If a reservation is cancelled / reduced between 29 days or less prior to arrival there will be a 100% cancellation fee will be levied on the total invoiced amount.