



Thank you for your interest shown in our hotel and conference facilities. We are pleased to offer you the attached quotation. We are currently able to offer the dates as you requested. If a provisional booking is made, it can only be held for **7 (seven) days**, thereafter a written confirmation is required. Please note that the attached is a quotation and not a reservation.

CedarWoods of Sandton

The Hotel offers 51 newly renovated, comfortable en-suite, air-conditioned rooms and suites with large bathrooms in townhouse style apartments. A work station is provided with international plug points, television with SABC, Mnet & DSTV and radio channels, mini bar fridge and coffee/tea making services. FREE Wi-Fi is available throughout the Hotel, Restaurant and Conference Centre.

Group & Convention Guest Room Rates

These Special Bedroom Rates are discounted from Standard Rates and more favourable to Groups and Conference Guests.

Conference & Banqueting

The CedarWoods of Sandton Centre sets unsurpassed standards in conference and function facilities, with a multi-functional conference space comprised of nine conference rooms. Our conference rooms can, and often are, set up to facilitate computer training. Configurations can be set to cater for 10 to 700 delegates. We cater for conferences, exhibitions, cocktail parties, private functions, year-end functions, training and product launches. Our extensive catering operation provides high class cuisine and exceptional service standards. Various menu options and theme evenings are offered for any occasion. Our Conference Centre is disabled persons friendly. Conferences are designed to suit all business requirements, offering excellent facilities and flexibility. We offer free parking for up to 400 cars. FREE Wi-Fi is available throughout the Hotel and Conference Centre.

Comprehensive Full Day Conference Package

This includes the hire of the Conference Venue;
Arrival tea/filter coffee, fresh fruit juice, rusks and snacks (eg Fruit Skewers and Muffins or Sliced Fruit and Scones);
Mid-morning tea/filter coffee, fresh fruit juice, sweet and savoury snacks (eg: Doughnuts/muffins/scones/French pastries/sandwiches/rissoles/sausage rolls, samoosas, croissants, mini pies, toasted sandwiches etc.);
Buttered Pop Corn is served in the Foyer with Morning Tea Break;
3 course buffet lunch with Starters, Selection of Mains and Desserts;
Afternoon tea/coffee and biscuits;
Mineral water and jugs of iced-water, cordials, mints;
Flip chart, pen, note pad and name place per delegate;
Data Projector and screen.
FREE parking and **FREE** Wireless Internet Connection

Comprehensive 3 Course Buffet Lunch Menu Example – The Menu Varies Daily

Selection of Cold Starters

Fresh Ripe Avocado with Tuna
Caprese with Mozzarella, Plum Tomato and basil
Vol-au-Vents filled with Shrimps Marie Rose
Salami and Olive Cornets

Seasonal Salad Selection

Selection of Simple and Mixed

Carrot and Pineapple; Continental Potato with Gherkins
Mixed Summer Lettuces –Iceberg & Red and Green Sativa Salads,
*Served with selection of Cherry Tomatoes, Feta Cheese, Olives,
Dill Cucumbers, Croutons, Peppadews, Sprouts, and Nibble Nuts
Dressings and Vinaigrette*

Hot Buffet and Carvery

Spatchcock Chicken
Spicy Portuguese Style
Roast Mustard Crusted Topside of Beef
With Yorkshire Pudding
Paupiettes of Fish Fillet Thermidor
Vegetarian Tortelloni Neapolitan
Durban Prawn and Chicken Curry Madras with Sambals
Rissolé Roast Potatoes
Wild and Patna Rice Medley
Buttered Steamed Fresh Mixed Vegetables in season
Cauliflower and Broccoli
With Cream Cheese Sauce

Desserts

Home Made Cake Variety
Fresh Fruit Salad and Ice Cream
Chocolate Eclairs
Malva Pudding and Custard
Cream Caramel
Fresh Whole Fruit Display

HALAAL AND KOSHER MENUS on request at additional R150.00 per person per meal
(Tea Break Snacks are charged separately if required)

Transport

Transport is available by prior arrangement. We have a free shuttle service (within office hours, and subject to availability) to and from the airport, Marlboro Gautrain, nearby office parks, and nearby retail and lifestyle parks.

Generator Provides Back-Up Power

The Conference Centre is serviced by a 'stand-by' generator providing 100 KVA of power to the centre should power outages affect the Woodmead area. This peace of mind ensures that your conference will go ahead uninterrupted.

All our quotations exclude beverages, telephone calls, laundry and any expenses of a personal nature.

Should there be less than 30 people booked for lunch, a set lunch menu will be served.

A Terrace Braai can be arranged for groups instead of our normal lunch or dinner Buffet menu, provided that our standard Braai Menu is selected.

*We look forward to welcoming you to
CedarWoods of Sandton!*

Yours for Hospitality

Marielle Evans
Sales Manager

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