



Private Venue Hire: The Taproom @ Jack Black Brewing Company

We at Jack Black Brewing Company are honoured that you are considering hosting your event at our brewery Taproom. This document contains information on our private venue hire for you to consider prior to us quoting. If you have any further questions or would like to book a time to meet in person, please do so by e-mailing taproom@jackblackbeer.com

About the Venue

Jack Black's Brewing Company has been based in Diep River since November 2015, where we have been brewing our popular craft beer at a state-of-the-art facility. We opened our doors to the Taproom in July 2016, and since then have hosted private functions for the likes of Yuppiefest, Rand Merchant Bank, Giltedge and Wavescape to name a few. We have also successfully co-ordinated 30th, 40th & 50th birthday parties, weddings and corporate functions.

The décor is best described as industrial chic with dark wood tables (high and low) and wooden benches crafted from the very wood that carried the Jack Black's brewhouse from Germany to South Africa. Lighting is soft and warm with both exposed and fitted bulbs. Walls are a mix of bare brick and a feature wall painted in white with black typography – 'Beer Crafted'. Flooring is dark concrete sealed with a glossy enamel. The area is also softened with extensive greenery and landscaping. We operate a full-service kitchen under the guidance of acclaimed chef Clara Bubbenzer.

We are able to create space for gift storage and coat hanging (but this will not be a formal coat checking facilities and although this area is secure the booking party takes full liability for all items in these areas). The venue is handicap accessible but please do provide prior notification to ensure provisions are made for those individuals. The venue has 4 toilets – 2 ladies, 1 mens (plus 2 urinals), and 1 disabled.

At the Tasting Room seating is as follows:

64pax – Long tables with benches (16pax per table)

24pax – Patio tables (6-8pax per table) – these can be moved inside; the finish matches the other decor

24pax – High-top tables with backed barstools (6-8pax per table)

25pax – Barrels and Bar, on metal barstools

Total Table Seating: 110-120pax

Venue Capacity (Seated & Standing): 250 (max 300pax)

Only outside parking is permitted for the venue, but there is extensive space to park.

Jack Black Brewing Company (Pty) Ltd

Brewery Address: 10 Brigid Road, Diep River 7945, Cape Town

Liquor License WCP/041006 VAT Number: 4580271908 Company Number: 2015/10828/07



Venue Hire and Payment T&C's

- The Tasting room is available for hire on any day of the week apart from a Friday (whole day) and Saturday day, and operating times for an event are as follows:

Day events: 10am – 3pm

Evening events: 4pm – 12pm

- A minimum of 80 people is required for exclusive hire of the venue
- **Unfortunately, we do not host birthdays and parties for persons aged 21 and younger.**
- We require a minimum of 21 days advance booking (this is to ensure that we have the special event licence for the date of hire if necessary). Due to our dynamic production operation, **we do not take bookings for our Taproom more than 6 months in advance.**
- We charge a hiring fee which remains the same regardless of whether the event is mid-week or over a weekend. However, should your event require you to take the venue for both lunch and dinner period, the hiring fee will increase proportionally. Please contact us to enquire about the hiring fee.
- **To secure your booking the full Venue Hire fee plus a breakage & cleaning deposit (R4000 + VAT) is payable within 7 days of booking. The remainder of the monies are to be paid 14 days before the event.**
- Gratuity is not included, and we recommend 10% on the bar tab.
- The Venue Hire fee includes the following:
 - Exclusive use of the Jack Black's Taproom
 - On-Site Venue Co-ordinator
 - Full bar and waitering staff
 - 1 Doorman & 1 Car Guard
 - Normal cleaning of the venue after the function
 - Cutlery (our in-house stock)
 - Crockery (our in-house stock)
 - Glassware (our in-house stock)
 - Use of Taproom on-site music equipment (including microphones for speeches)
- Any costs for Décor currently not owned by Jack Black's Taproom are for the account of the booking party. All décor is to be approved 7 days before the event date and we reserve the

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right to refuse use décor deemed inappropriate or which interferes with the production facility and equipment.

- The staff of Jack Black's Taproom will assist with both set up and breakdown of the décor but delivery and collection are to be organised by the booking party.
- The Taproom can provide 3 Blackboards (900mm by 500mm) for any artwork or messages that need to be placed around the venue.
- Catering is provided through our executive chef and her team at the Taproom in consultation with the booking party. In exceptional circumstances, the use of 3rd party vendors can be arranged through ourselves, and subject to a premium. Charges for food and service is not included in the venue hire.
- No 3rd party drinks' vendors are permitted.
- All drinks are to be purchased through the Jack Black Taproom Bar. Should there be any special requests for soft drinks or certain items that we do not stock, we will endeavour to accommodate and purchase into our stock. We currently do not serve any spirits.
- We do not offer corkage except for exceptional circumstances (such as vintage personal wines).
- DJ's and/or bands can be organised either through Jack Black, or by the booking party, but in both cases the fee is to be borne by the booking party and is not included in any booking fee. As a regular live music venue, we can offer various suggestions for live music.
- Due to licensing restrictions, the function is to conclude no later than midnight of the date of the event booking.
- Items not included in the venue hire: additional seating, linens, projectors & AV, additional lighting, extra toilets

Cancellation Policy

- In the event of cancellation the following will apply:
 - Cancellation >30 days before the function: Full deposit is refundable
 - Cancellation 14 – 30 days before the function: 50% of the deposit is refundable
 - Cancellation within 14 days of the function: 0% of the deposit is refundable
- In the event that the date changes for the function please allow us at least 21 days' notice, or this will be considered a cancellation and above policy will apply.

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JACK BLACK'S[®]

BREWING COMPANY
Cape Town, South Africa



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