



# STILLNESS

M A N O R & S P A

## **STILLNESS CONFERENCE INFORMATION SHEET**

### **Location**

The Conference Centre is situated 50 meters away from the Main Manor.

### **Seating**

There is comfortable seating available in the following setup of your choice:

Cinema	40	Boardroom	20
U Shape	12	Schoolroom	25

### **Equipment / Furnishings**

The Centre has wall to wall carpets and full air conditioning and the following equipment:

- Overhead Projector and Screen
- 74 cm Colour Television
- DVD and Video Cassette Recorder
- Standing Flip Charts
- Standard Stationary

At extra charge:

- Digital Wireless Conference Telephone - 3 microphones / 360° pickup (R380)
- Data Projector (R380)

### **Cost**

Full Day Rate: R360 per delegate (3 coffee/tea and snacks breaks)

Half Day Rate: R280 per delegate (2 coffee/tea and snacks breaks)

These rates include the following:

Tea/Coffee and snacks Light Buffet Lunch

Mints & Water

Beverages not included

*(Rates Include Value Added Tax)*

Telephone and internet usage are NOT included and will be charged extra.

Spa treatments and special dietary requirements are quoted on request.

### **Private Dining Room\***

Our Private Dining Room can also be used for conferencing or as a boardroom.

The Private Dining Room is situated in the main Manor House with a private 30-metre terrace on the front of the house which offers sweeping vistas of the Constantia Valley.

Maximum Seating capacity: 20 delegates

(\*Please note that the Kitchen is situated adjacent to the Function Room and there may occasionally be small noise issues which we do our very best to minimise).

### **Other Facilities**

10 Suites

Spa ~ 5 treatment rooms, sauna, gym, and steam room.

Tennis Court

Two outdoor swimming pools Heated indoor pool in the Spa

Full laundry service

DSTV in all suites

CD player in each suite