



Dannette Wilson

Sica's Guest House is a charming, old world sanctuary, situated just far enough away from the city's hustle and bustle. This owner-run facility is graciously nestled on 3 acres of Durban's prestigious Berea, with 46 en suite luxury bedrooms, private 'broekie-lace' verandahs, tranquil surroundings and ample parking.

Sica's caters for international and local guests, sports enthusiasts and business people looking for distinctive accommodation with that rare personal touch. Facilities include; inviting swimming pool, floodlit tennis court and is internet connectivity in each room. Conference facilities cater for up to 160 delegates and each venue is equipped with all the latest paraphernalia. This luxury bed and breakfast guest house is also a popular venue for weddings and special events. There is even a chapel on the property. The Sica's functions planning team takes care of the finest details for each event, making Sica's one of Durban's most charming venues for your special event.

MULTIMEDIA AND IPAD TRAINING FACILITY:

The Garden Room is fitted with a dedicated wireless satellite internet feed. This is ideal for iPad training and video conferencing. Our smaller conference venues are also fitted with wireless internet access.

Day Conference Packages

PACKAGE 1:

Standard Day Conference Package at R420.00 per person per day

- Tea and coffee on guest arrival
- Tea, coffee and pastries (sweet and savoury) at mid-morning
- Buffet lunch and dessert served in our restaurant
- Non-alcoholic beverages served with lunch
- Tea, coffee and biscuits in the afternoon
- Standard equipment: screen, whiteboard and markers, laser pointer, data projector and DVD player
- Jugs of iced water and mints during the conference
- Room hire fee for the respective venue
- Ample free secure onsite parking

Optional Extras to be added onto your Conference Package

- Delegates' writing pens and notepads at R25.00 per person
- Flipchart and markers set at R160.00 each
- Bottled mineral water (still or sparkling) at R15.00 per bottle
- Jugs of fruit juice (orange or fruit cocktail) at R35.00 per jug
- Rusks with arrival tea and coffee at R10.00 per person
- Assorted muffins and preserves with arrival tea and coffee at R25.00 per person
- Seasonal fruit platter - price on request, dependent on number of delegates
- PA system, microphone (1 x roving and 1 x lapel) and sound cable at R600.00 per day

PACKAGE 2:

Deluxe Day Conference Package at R425.00 per person per day

- Tea, coffee and rusks on guest arrival
- Tea, coffee and pastries (sweet and savoury) at mid-morning
- Buffet lunch and dessert served in our restaurant
- Non-alcoholic beverages served with lunch
- Tea, coffee and biscuits in the afternoon
- Standard equipment: screen, whiteboard and markers, laser pointer, data projector and DVD player
- Delegates' writing pens and notepads on the first day of conferencing only
- Jugs of iced water and mints during the conference
- Room hire fee for the respective venue
- Ample free secure onsite parking

Optional Extras to be added onto your Conference Package

- Flipchart and markers set at R160.00 each
- Bottled mineral water (still or sparkling) at R15.00 per bottle
- Jugs of fruit juice (orange or fruit cocktail) at R35.00 per jug
- Assorted muffins and preserves with arrival tea and coffee at R25.00 per person
- Seasonal fruit platter - price on request, dependent on number of delegates
- PA system, microphone (1 x roving and 1 x lapel) and sound cable at R600.00 per day

PACKAGE 3:

Executive Day Conference Package at R450.00 per person per day

- Tea, coffee and assorted muffins on guest arrival
- Tea, coffee, fruit juice and pastries (sweet and savoury) at mid-morning
- Buffet lunch and dessert served in our restaurant
- Non-alcoholic beverages served with lunch
- Tea, coffee, biscuits and seasonal fruit platter in the afternoon
- Standard equipment: screen, whiteboard and markers, laser pointer, data projector, DVD player, flipchart and markers set, PA system, microphone (1 x roving and 1 x lapel) and sound cable
- Delegates writing pens and notepads on the first day of conferencing only
- One bottle of mineral water per delegate per day
- Additional jugs of iced water and mints during the conference
- Room hire fee for the respective venue
- Ample free secure onsite parking

Optional Extras to be added onto your Conference Package

- Additional flipchart and markers set at R160.00 each
- Additional bottled mineral water (still or sparkling) at R15.00 per bottle
- Additional jugs of fruit juice (orange or fruit cocktail) at R35.00 per jug

Half Day Conference Packages

PACKAGE 1:

Half Day Conference Package 'Without Lunch' at R275.00 per person per day

- Tea and coffee on guest arrival
- Tea, coffee and pastries (sweet and savoury) at mid-morning
- Standard equipment: screen, whiteboard and markers, laser pointer, data projector and DVD player
- Jugs of iced water and mints during the conference
- Room hire fee for the plenary venue
- Ample free secure onsite parking

Optional Extras to be added onto your Conference Package

- Delegates' writing pens and notepads at R25.00 per person
- Flipchart and markers set at R160.00 each
- Bottled mineral water (still or sparkling) at R15.00 per bottle
- Jugs of fruit juice (orange or fruit cocktail) at R35.00 per jug
- Rusks with arrival tea and coffee at R10.00 per person
- Assorted muffins and preserves with arrival tea and coffee at R25.00 per person
- Seasonal fruit platter - price on request, dependent on number of delegates
- PA system, microphone (1 x roving and 1 x lapel) and sound cable at R600.00 per day

PACKAGE 2:

Half Day Conference Package 'With Lunch' at R340.00 per person per day

- Tea and coffee on guest arrival
- Tea, coffee and pastries (sweet and savoury) at mid-morning
- Buffet lunch and dessert served in our restaurant
- Non-alcoholic beverages served with lunch
- Standard equipment: screen, whiteboard and markers, laser pointer, data projector and DVD player
- Jugs of iced water and mints during the conference
- Room hire fee for the plenary venue
- Ample free secure onsite parking

Optional Extras to be added onto your Conference Package

- Delegates' writing pens and notepads at R25.00 per person
- Flipchart and markers set at R160.00 each
- Bottled mineral water (still or sparkling) at R15.00 per bottle
- Jugs of fruit juice (orange or fruit cocktail) at R35.00 per jug
- Rusks with arrival tea and coffee at R10.00 per person
- Assorted muffins and preserves with arrival tea and coffee at R25.00 per person
- Seasonal fruit platter - price on request, dependent on number of delegates
- PA system, microphone (1 x roving and 1 x lapel) and sound cable at R600.00 per day

Venue Hire Only

VENUE STYLE & CAPACITY:

VENUE	U Shape	Cinema	Boardroom	Schoolroom	Banquet
Garden Room	60	150	N/A	100	100
Stables	25	40	20	25	N/A
Racquets	15	25	15	20	N/A
Boardroom	N/A	N/A	10	N/A	N/A
Palms	35	80	N/A	70	60

VENUE DIMENSIONS:

VENUE	Length	Width	Height	Area
Garden Room	12.5m	12.5m	2.8m	147m ²
Stables	9m	5.5m	3m	50m ²
Racquets	8m	5m	3m	40m ²
Boardroom	8m	4.5m	3m	30m ²
Palms	16.6m	8.25m	3m	128m ²

Venue Hire Rates

- Garden Room at R 15 000.00
- Palm Room at R 12 000.00
- Stables at R 6 000.00
- Racquets at R 5 000.00
- Boardroom at R 3 000.00

Venue hire rate is inclusive of:

- Standard equipment: screen, whiteboard and markers, laser pointer, data projector and DVD player
- Jugs of iced water and mints during the presentation / conference
- Room hire fee for the respective venue
- Ample free secure onsite parking

Optional Extras excluded from the Venue Hire Rate

- Delegates' writing pens and notepads at R25.00 per person
- Flipchart and markers set at R160.00 each
- Bottled mineral water (still or sparkling) at R15.00 per bottle
- Jugs of fruit juice (orange or fruit cocktail) at R35.00 per jug
- Tea and coffee at R15.00 per person
- Tea, coffee and rusks at R25.00 per person
- Tea, coffee and biscuits at R35.00 per person
- Tea, coffee and pastries (sweet & savoury) at R65.00 per person
- Seasonal fruit platter - price on request, dependent on number of delegates
- PA system, microphone (1 x roving and 1 x lapel) and sound cable at R600.00 per day

Additional Conference Information

TERMS AND CONDITIONS:

- All rates listed in this document are inclusive of Value Added Tax
- Conference rates are valid from the 01 January 2015 to 31 December 2015
- Rates are subject to change without prior notification
- We do not allow corkage, alcohol or outside catering to be brought onto our premises.

Conference and Function Times:

- Day conferences are from 08h00 to 17h00
- Half day conferences are from 08h00 to 12h00 or 12h00 to 17h00

Secure Your Booking:

- This document is only a quotation
- To confirm your booking please send a written confirmation stating all your requirements
- A provisional booking will then be made
- We will then require a 50% deposit to secure your booking. We reserve the right to cancel any bookings if deposits have not been paid and the contract not signed



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