



Thank you for the interest shown in

The Irene Country Lodge Conference Brochure

At the Irene Country Lodge we take pride in our Conference Suites. Forget the stresses and interruptions of the office and hold your conference, meetings or presentations at the Irene Country Lodge. The Lodge offers a suite of multi-functional conference rooms; each designed to offer the most sophisticated audio-visual equipment available. Adjacent to the main conference suite is two breakaway rooms, for those private boardroom meetings. Configurations of the rooms are dependent on the amount of delegates attending; however we will endeavor to meet your requirements.

Tea/Coffee and pastries will be served on arrival and all lunches will be served in the Meadow Green Restaurant, should you not wish to hold your own private banquet in a function facility.

If your conference is planned around over night stays, accommodation can be arranged and our luxury rooms or superior rooms will ensure that your stay at the Irene Country Lodge will be comfortable and memorable.

To ensure enjoyment when work is done; arrangements can be made to include a variety of activities. A round of golf at the nearby Centurion Country Club or the Irene Country Club, a stroll around the Hotel grounds or simply relax and enjoy the surroundings. The Historic Irene Dairy is just across the road. We also have available some Taster treatments with our Therapists.

The rural location of the Irene Country Lodge will ensure that your time spent will be creative, relaxing and memorable. Enclosed in the brochure you will find the following information:

1. Conference Facilities Information
2. Room Rates and Information
3. Fact sheet
4. Map of Directions

Please do not hesitate to contact me for further information. We look forward to welcoming you to Irene Country Lodge.

Kind Regards

Zelda Horn

Conference Coordinator

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Conferencing

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CONFERENCE FACILITIES

1. **St. Andrews**, our largest facility is one large room that can be divided into two smaller rooms. This room is ideal for a large conference group or a dinner dance.
2. **Meadows** is a small venue that adjoins St. Andrews, it can either be utilized as breakaway rooms for the larger venue or used as a smaller conference venue for a small intimate group.
3. **Fountain View** is the new roofed area next to our fountains. This venue is ideal for smaller parties who still wish to have some privacy.
4. **Library Room** was originally the bar at Irene and was just recently converted into a conference room. The wooden paneling, book shelves, fireplace and bar counter have been retained and are still in the venue, this creates a warm atmosphere for a conference, banquet, cocktails or wedding.
5. **The Boardroom** is a conference venue with a difference; with an en-suite bathroom the lounge en suite ideal for tea breaks or a small breakaway room.
6. **Nomadik Tent** is one of our outdoor facilities that are perfect for private functions. This venue can accommodate up to 200 people depending on the seating style. Unfortunately this venue is only water resistant and not water proof.
7. **The Kingfisher Marquee** is the newest and biggest of our venues. This is perfect for any function from conference to gala dinner. This venue can take up to 400 people cinema style.

EQUIPMENT AVAILABLE

1. Full audio visual in all rooms
2. Infra-red controlled lighting
3. Built in screens in standard positions
4. Internet Facilities
5. Fax & Photocopying Facilities
6. Equipment available which is included in the conference price:
 - Screen
 - Flipchart
 - Whiteboard
 - Overhead Projector
 - Data Projector
 - Dance floor
7. Equipment available at an additional charge:
 - Television & Video Machine
 - Microphone with a P.A System
8. Power & Audio points available
9. All conference delegates equipped with conference pad and pencil
10. Complimentary cordials & mints
11. Independent thermostatically controlled air-conditioning
12. Wireless Internet

FEATURES FOR DISABLED PEOPLE

1. 2 Disabled rooms – custom designed
2. 2 Disabled toilets in public areas

ACCOMMODATION AND CATERING

1. 74 rooms include:
 - 1 Premium suite (100 square meters), double room
 - 3 Executive suites (100 square meters), double room
 - 70 Rooms (45 square meters), 54 doubles, 16 twins
 - Of the above there are 9 sets of inter leading rooms
2. All rooms direct telephone dialling, mini safe, TV's & Computerised locking system for rooms
3. 80 Seated restaurant offering a-la-carte, we also serve a Light snack menu served at the poolside
4. Sunday lunch Buffet



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Conference Rates (Valid from 01 November 2009 – 31 October 2010)

Day Conference @ R480.00 per person includes:

- 3 tea/coffee breaks with snacks
- Lunch
- Standard conference equipment i.e. Screen, Data Projector, Flipchart & Whiteboard
- Venue hire

Half Day Conference Package @ R395.00 per person includes:

- 2 tea/coffee breaks with snacks
- Lunch
- Standard conference equipment i.e. Screen, Data Projector, Flipchart & Whiteboard
- Venue hire

Fully Inclusive Conference Package single @ R2270.00 per person includes:

- Accommodation
- Tourism Levy
- 3 tea/coffee breaks with snacks
- 3 Meals
- Standard conference equipment i.e. Screen, Data Projector, Flipchart & Whiteboard
- Venue hire

Fully Inclusive Conference Package sharing @ R1515.00 per person includes:

- Accommodation
- Tourism Levy
- 3 tea/coffee breaks with snacks
- 3 Meals
- Standard conference equipment i.e. Screen, Data Projector, Flipchart & Whiteboard
- Venue hire

Fully Inclusive Conference Package single @ R2370.00 per person includes:

- Accommodation
- Tourism Levy
- 3 tea/coffee breaks with snacks
- 3 Meals
- Standard conference equipment i.e. Screen, Data Projector, Flipchart & Whiteboard
- Venue hire
- Mini Treatments for 15 minutes per Delegate.

Fully Inclusive Conference Package single @ R1615.00 per person includes:

- Accommodation
- Tourism Levy
- 3 tea/coffee breaks with snacks
- 3 Meals
- Standard conference equipment i.e. Screen, Data Projector, Flipchart & Whiteboard
- Venue hire
- Mini Treatments for 15 minutes per Delegate.

Half Day Conference with Taster Treatments @ R445.00 per person includes:

- 10 minute Treatments by our Therapists of Head & Neck, Hand or Foot Massages.

Full Day Conference with Taster Treatments @ R530.00 per person includes:

- 10 minute Treatments by our Therapists of Head & Neck, Hand or Foot Massages.

Seating & Capacities for Conferences:

	U-Shape	Cinema	Schoolroom	Banquet (No Dance Floor)
St. Andrews	40	120	100	100
Meadows	15	30	15	N/A
Boardroom	20	40	25	N/A
Library Room	30	80	60	60
Nomadik Tent	80	300	150	200
Kingfisher Marquee	120	400	250	280

DE-STRESSING GAME BREAKS:

We will have a selection of fun activities available during your tea break! This would include events like golf chipping, Frisbees, croquet, volley ball, mini action cricket, soccer, rugby, etc
 Conferences will be asked to notify us when the booking is confirmed or at least 24 hours prior to arrival, what exciting game breaks they would like to have available should their delegates like to de-stress during lunch or the breaks

FOR THE MORE ADVENTUROUS AND WEALTHY

Let us organize your team building session with our professionals. Unfortunately these do come with a price tag, but your possibilities are endless. We can arrange anything from hot air ballooning to trick golfers, electronic skeet shooting, fire walking, themed functions and proper team building courses and conferences.

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CONFERENCE TEA AND COFFEE BREAKS

MONDAY ARRIVAL

Tea and coffee, hot chocolate with shavings and marshmallows
Fresh fruit juice
Home made cookies, rusks and muffins

MID MORNING

Tea and coffee, selection fresh fruit juice
Freshly made sandwiches and savoury scones

MID AFTERNOON

Tea and coffee, iced tea and fresh fruit skewers
Home made cup cakes

TUESDAY ARRIVAL

Tea and coffee, hot chocolate with shavings and marshmallows
Fresh fruit juice
Home made cookies, rusks and muffins

MID MORNING

Tea and coffee, selection fresh fruit juice
Mini hot dogs, pizzas, French fries and dips

MID AFTERNOON

Tea and coffee, iced tea, milkshakes and fresh fruit skewers
Mini milk tarts and koeksisters

WEDNESDAY ARRIVAL

Tea and coffee, hot chocolate with shavings and marshmallows
Fresh fruit juice
Home made cookies, rusks and muffins

MID MORNING

Tea and coffee, selection fresh fruit juice
Freshly made sandwiches, potato bites and dips

MID AFTERNOON

Tea and coffee, iced tea, milkshakes and fresh fruit skewers
Mini lemon and orange yster varkies

THURSDAY ARRIVAL

Tea and coffee, hot chocolate with shavings and marshmallows
Fresh fruit juice
Home made cookies, rusks and muffins

MID MORNING

Tea and coffee, selection fresh fruit juice
Freshly made sandwiches, potato wedges and dips

MID AFTERNOON

Tea and coffee, iced tea, milkshakes and fresh fruit skewers
Mini cup cakes and lamingtons

FRIDAY ARRIVAL

Tea and coffee, hot chocolate with shavings and marshmallows
Fresh fruit juice
Home made cookies, rusks and muffins

MID MORNING

Tea and coffee, selection fresh fruit juice
Freshly made sandwiches, French fries and dips

MID AFTERNOON

Tea and coffee, iced tea, milkshakes and fresh fruit skewers
Mini scones with jam and cream and home made fruit tartlets

SATURDAY ARRIVAL

Tea and coffee, hot chocolate with shavings and marshmallows
Fresh fruit juice
Home made cookies, rusks and muffins

MID MORNING

Tea and coffee, selection fresh fruit juice
Chef's choice of savoury snack

MID AFTERNOON

Tea and coffee, iced tea, milkshakes and fresh fruit skewers
Chef's choice of sweet snack

SUNDAY ARRIVAL

Tea and coffee, hot chocolate with shavings and marshmallows
Fresh fruit juice
Home made cookies, rusks and muffins

MID MORNING

Tea and coffee, selection fresh fruit juice
Chef's choice of savoury snack

MID AFTERNOON

Tea and coffee, iced tea, milkshakes and fresh fruit skewers
Chef's choice of sweet snack



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IRENE COUNTRY LODGE FACT SHEET

LOCATION

Irene Country Lodge is located in the heart of the historic Irene village. Irene Country Lodge is centrally situated between Johannesburg and Pretoria and just 20 minutes from the Johannesburg International Airport. A haven of peace and tranquillity in the hub of South Africa's economic heartland, Irene Country Lodge offers superior accommodation. Each room opens onto a private patio/balcony and overlooks a beautiful lake and the lush green meadows of an adjoining farm.

- 2km from Centurion Country Club.
- 500m from the Dairy farm.
- 5km from Centurion Shopping Centre.
- 1 hour's drive away from Johannesburg.
- 4km from Jan Smuts Museum.
- 25km from the Johannesburg International Airport.
- 5km from Health and Racquet.
- 10km from the Pretoria Zoo.
- 2km from Irene Country Club.

ACCOMMODATION

- All rooms are en-suite bedrooms including 4 Suites.
- 15 Luxury Lake Facing Twin rooms
- 1 Luxury Lake Facing Twin Room catering for the disabled
- 30 Luxury Lake Facing Double Rooms
- 9 Luxury Meadow Facing Double Rooms
- 1 Luxury Meadow Facing Double Room catering for the disabled
- 14 Superior Forest Facing Double Rooms
- 3 Executive Lake Facing Suites
- 1 Master Forest Facing Suite
- Cots are available on request.

GENERAL INFORMATION ON ALL ROOMS

- Air Conditioning in all rooms.
- Complimentary tea and coffee making facilities.
- Remote Control Television in all rooms.
- Direct dial telephones.
- Hairdryers in all rooms.
- Room safes in all rooms.
- Mini Bars

ATTRACTIONS AND ACTIVITIES IN THE AREA

Smuts House Museum	+2712 667 1176	House of General Jan C Smuts
Centurion Country Club	+2712 665 0279	Superb 18 hole golf course
Irene Country Club	+2712 667 1081	Superb 18 hole golf course
Rietvlei Nature Reserve	+2712 345 2274	Game Drives and nature walks
Irene Market	+2712 667 1659	Open every second and last weekend of the month
Irene Dairy Farm	+2712 667 1001	To purchase farm fresh products.
Pretoria Zoo	+2712 328 3265	

Birds

A set of binoculars as well as a list of bird species present at our lake is available from reception. Please feel free to obtain old bread from our lakeside country kitchen to feed our birds; it makes for a healthy snack for them.

Business Centre

Please note that we have a computer available at reception as well as printing, faxing, scanning and email facilities. Enquire at reception or dial 908.

Conference and banqueting

Combining old-world charm with superb modern convenience, Irene Country Lodge is the ideal conference venue with the latest conference facilities, excellent service and unsurpassed luxury. With a selection of conference venues that range in size and style, the lodge can cater for functions of various sizes.



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Cuddle up at the fireplace

We have three fireplaces centrally located in our main building. You can ask a member of staff to assist you in turning the fireplace on.

Games

A wide variety of both indoor and outdoor games are available from reception. Games include badminton, volley ball, croquet, Cluedo, Monopoly, chess, backgammon and dominoes. DVD Players and a Sony Play Station are also available with a limited/small selection of games and movies.

Golf

We have membership at the Centurion Golf Club and would love to book a round of golf for you. Please advise reception of when you would like to play.

Guest Amenities

In addition to the basic amenities in your bathroom, we also have a few things in case you forgot them: tooth kit, shaving kit, gowns, slippers, combs, needle and thread and shoe mitts.

Laundry

Our laundry service is available from 06:00 to 23:00 with complimentary ironing. Please call 908 for assistance.

Pillows

We realize that few things are as cherished as a good night's rest and have therefore decided to give you the opportunity to choose your own pillow from a menu, ensuring maximum comfort while you sleep.

Restaurant opening hours

Meadow Green (Buffet)

Breakfast: 06:30 – 10:00 Lunch: 12:30 – 14:30

Meadow Green (A-la-Carte)

Lunch: 12:30 – 14:30 Dinner: 18:30 – 22:00

Lakeside Country Kitchen (A la carte)

Monday – Thursday: 09:00 – 19:00

Friday: 09:00 – 21:00

Saturday: 09:00 – 12:00 / 15:00 – 19:00

Sunday: 09:00 – 12:00 / 15:00 – 19:00

Lakeside Country Kitchen (Buffet)

Saturday, Sunday and Public Holidays: 12:00 – 15:00

Room service is available 24 hours

Walks around the lake

Please note that for your convenience we have established a pathway out for you to walk all around the lake with a few benches for those who might need a rest half way.

Weddings

Overlooking one of Gauteng's most beautiful lakes and set in a lush meadow, with old world rustic charm, a warm friendly welcome is assured for your guests while Irene provides the perfect setting for this special day.

Wireless internet

We offer wireless internet facilities throughout the hotel; vouchers are available for purchase from reception.

Adaptors and chargers

These are available at reception for your convenience. Please note that we require the chargers to remain at reception, but you are more than welcome to charge your phone there.

Children

A baby sitting service is available at an additional hourly rate. Please contact reception by noon on the required day and we shall do our best to meet your requirements. A baby changing/feeding room is located in reception area. Please feel free to make use of our baby products as one often forgets something. Over weekends between 8:30 and 16:30 our child minder will look after your children while you relax in the restaurant or by the lakeside.

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MAP OF DIRECTIONS

Tel: +2712 6676464

GPS Coordinates: 25° 52'34"S
28° 12'39"E

DIRECTIONS FROM OR TAMBO AIRPORT (off-peak periods):

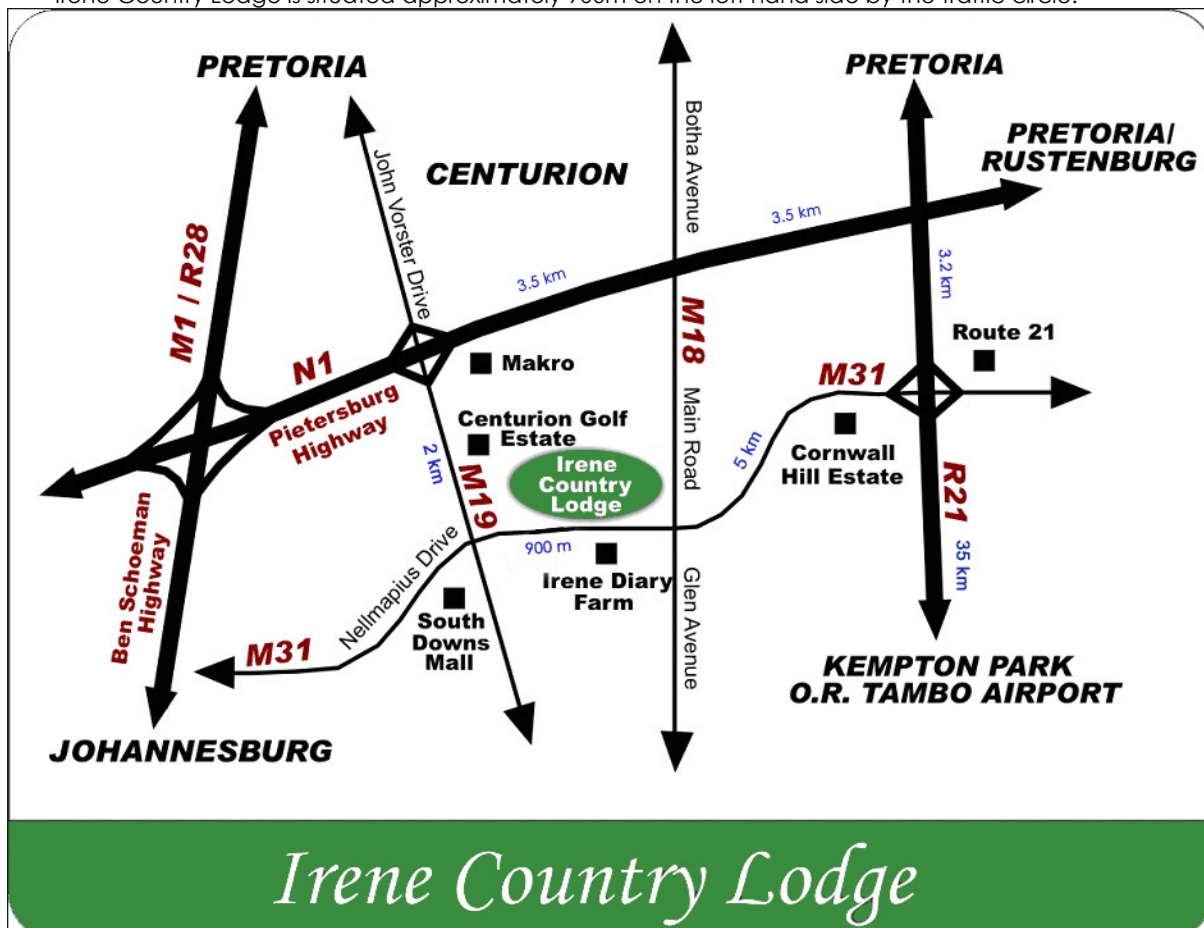
- Please note that Nellmapius Drive gets extremely busy most of the day it is advisable to use the alternative route mentioned below
- Take the R21 from OR TAMBO Airport towards Pretoria.
- Take the M31 Off-ramp onto Nellmapius Drive, Irene.
- At the stop street, turn left onto Nellmapius Drive.
- Carry on with Nellmapius Drive, under a bridge to a 4-way Stop Street.
- Go over the Stop Street and carry on, go over the next stop street and then head towards a traffic circle, Irene Dairy will be on your left-hand side.
- Carry on straight you will reach the third traffic circle; Irene Country Lodge is on your right.

DIRECTIONS FROM OR TAMBO AIRPORT (peak periods):

- Take the R21 from OR TAMBO Airport towards Pretoria.
- Take the Ben Schoeman Highway (N1) split road to your left towards Johannesburg.
- Take the second Off-ramp, John Vorster Drive.
- At the end of the Off-ramp, turn right.
- Carry on with John Vorster Drive over 4 traffic lights towards Irene.
- At the 5th traffic light, turn left. There will be a golf course on the left-hand side.
- Irene Country Lodge is situated approximately 900m on the left hand side by the traffic circle.

DIRECTIONS FROM JOHANNESBURG

- Take the Ben Schoeman Highway (N1) from Johannesburg towards Pretoria.
- Take the Pietersburg Highway split.
- Take the first Off-ramp, John Vorster Drive.
- At the end of the Off-ramp, turn right.
- Carry on with John Vorster Drive over 4 traffic lights towards Irene.
- At the 5th traffic light, turn left. There will be a golf course on the left-hand side.
- Irene Country Lodge is situated approximately 900m on the left hand side by the traffic circle.



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