

Request a Quote

We will get back to you within 24 working hours.

Contact Us Here:

Head Office

6 Umfomoti Lane, Glen Anil, Durban North.

Landline and Business Whatsapp Line

+27 31 005 2727

+27 63 877 6570

Website and Email

info@bosseevents.co.za

www.bosseevents.co.za

Follow Us On



BosseEvent



bosseEvent



+27 63 877 6570

Review highlights: Clients consistently praise our staff for professionalism, friendliness, presentation, reliability, and how smoothly the team works on site. Suggested wording: Clients regularly praise Bosse Events for staff who are professional, friendly, well presented, reliable, and easy to work with.

Reviews often mention strong communication, smooth event delivery, and staff who create a positive guest experience from start to finish.



Bosse Events- Professional Staffing & Event Solutions

About Us

Bosse Events is a professional staffing agency based in Durban North, providing hospitality and event staffing solutions across South Africa. We supply polished, reliable, well-presented staff for private events, corporate events, public events, brand activations, conferences, hospitality suites, festivals, retail support, and promotional campaigns. Our database includes 280 part-time staff in Durban, 150 staff in Johannesburg, and 150 staff in Cape Town, allowing us to service events nationally. Clients trust our staff because they are well briefed, professionally presented, punctual, guest-focused, and supported by strong internal coordination. We place a high emphasis on training, role briefing, presentation standards, hygiene, service etiquette, and client communication so that every team arrives prepared to represent the brand well. Bosse Events is known for supplying staffing solutions that are organised, scalable, and dependable, whether for a once-off event or an ongoing temporary staffing need.



Hospitality Staffing Solutions

Company Facts

- Staff access: 280 part-time staff in Durban, 150 in Johannesburg, 150 in Cape Town.
- Coverage: We operate nationally.

Event types: Private events, corporate events, and public events.

Key client sectors:

Corporate, hospitality, retail, schools and universities, malls and shopping centres, brand activations, lifestyle events, sports and entertainment events, weddings, and private functions.

Why clients trust our staff:

Professional appearance, punctuality, reliability, friendly guest interaction, strong briefing, polished presentation, and responsive management support.



Discounts apply to standard roles only



Specialist and Management Roles billed at normal rates

STAFFING GUIDE RECOMMENDATIONS

Guests	Waitrons	Hostesses	Cleaners	Setup Crew	Supervisor	Event Manager
50	3	1	1	2	1	0
100	5	1	2	4	1	0
200	9	2	4	6	1	1
500	22	4	10	12	2	2

How many staff do I need for my event?

Staffing Recommendations Per Guest Count

Waitrons: 1 per 15–20 guests

Bar Staff: 1 per 35–50 guests

Bar Runners: 1 per 2 bar staff

Waitron Runners: 1 per 2 waitrons

Registration: 1 per 50–75 guests

Ushers: 1 per 75–100 guests

Cleaners: 1 per 75 guests

Setup Crew: Start with 2, add per 100 guests

SPECIALIST ROLES ADD-ONS

Mixologists: 1 per 100 guests

Baristas: 1 per 80–120 guests

Chefs: 1 per 80–120 guests

Bottle/Shooter Staff: 1 per 80–120 guests

Bar Flairer: 1 per 100–200 guests

ON-SITE STAFFING MANAGERS REQUIREMENTS

Onsite Staffing Manager required for:

- 10+ staff
- 80+ guests
- Events with bar service (6+ staff)

Event Manager recommended for:

- 100+ guests
- Complex or multi-area events





STAFFING RATE CARD GENERAL HOSPITALITY ROLES

Best for: private parties, corporate functions, weddings, activations

Role	Description	Rate (Excl. VAT)
Bar Staff	Serve drinks, maintain bar service	R180/hr
Bar Runners	Restock bar, support bartenders	R160/hr
Waitrons	Full food & drink table service	R180/hr
Waitron Runners	Assist waitrons & clear tables	R160/hr

Premium experience staff

Hostesses	Guest management, seating & coordination	R250/hr
Bar Flarers	Entertainment-style bartending	R350/hr
Mixologists	Cocktail experts & custom menus	R300/hr
Baristas	Coffee station service	R250/hr
Chefs	Kitchen & food prep support	R300/hr
Bottle/Shooter Girls	Support bar promotions and bar service	R220/hr

Best for: promotions, launches, mall activations, roadshows

Promoters & Brand Ambassadors	Deliver a specific activation task	R190/hr
Brand Activators	Structured campaign execution	R200/hr
Flyer Staff	Flyer distribution	R170/hr
Sampling Staff	Product sampling & demos	R190/hr

SUPPORT STAFF

Ushers	Guest direction & manage seating	R150/hr
Registration Staff	Check-in & guest list management	R220/hr
Greeters/Marshalls	Welcome guests and manage lines	R200/hr
Cleaners/Porters	Venue upkeep & cleaning	R160/hr
Setup Crew	Setup / Decor placement	R180/hr

On Site Team Management

Staffing Supervisor	Manage staff on site	R350/hr
Event Manager	Full on site event coordination	R450/hr

SPECIALIST ROLES



PROMOTIONAL BRAND AMBASSADOR STAFFING

MALL ACTIVATION STAFFING RATES

Promotional Staff - sampling staff

Best for: Promotions • Product Launches • Mall Activations • Roadshows

Role	Description	Rate (Excl. VAT)
1. Promoters / Brand Ambassadors	Represent your brand, engage guests, drive awareness, and deliver key messages professionally.	- Rate: R190/hr
2. Brand Activators	Execute structured activations including demos, competitions, lead capture, and reporting	- Rate: R200/hr
3. Flyer Distribution Staff	Distribute flyers and direct foot traffic in high-volume areas.	- Rate: R170/hr
4. Sampling Staff	Role: Manage product sampling, educate customers, and maintain hygiene standards.	- Rate: R190/hr

RECOMMENDED STAFFING GUIDE

Planning benchmarks:

- ✿ Promoters: 1 per 50–75 interactions/hour
- ✿ Activators: 1 per station/mechanic
- ✿ Sampling Staff: 1 per 60–80 samples/hour

Activation Size	Promoters	Activators	Sampling	Flyers	Supervisor
Small	2	1	1	0	0
Medium	4	1	2	1	1
Large	6	2	3	2	1
Extra Large	10	3	5	3	2

DISCOUNT STRUCTURE

- 1–9 Staff: Standard Rate
- 10–19 Staff: 10% Discount
- 20–39 Staff: 15% Discount
- 40+ Staff: 20% Discount

Note: Specialist staff excluded roles only.

TIERED PRICING STANDARD ROLES:

- 1–9 Staff: R180/hr ✿
- 10–19 Staff: R170/hr ✿
- 20–39 Staff: R165/hr ✿
- 40+ Staff: R160/hr ✿



EXCLUSIONS

Discounts Excluded on Management Roles:

Hostesses • Mixologists • Baristas • Chefs
• Bottle Girls • Flair Bartenders

Discounts excluded for Specialist Roles

Onsite Managers • Supervisors • Event Managers

CONTRACT & TEMPORARY PLACEMENTS

Bosse Events also provides temporary office and support staff on an ongoing basis for businesses that need reliable short-term or flexible staffing solutions. We can assist with roles such as receptionists, front desk staff, office administrators, retail staff, promo staff, and general support personnel. This service is ideal for covering leave, busy trading periods, short-term projects, events, and gaps in staffing without the pressure of permanent hiring. Our focus is on supplying well-presented, dependable, professional staff who can step in quickly and represent your business well.



Training and briefing standards: All staff should be presented as briefed before each event and trained on role expectations, dress code, guest etiquette, communication, and event flow.

PACKAGE TERMS

1. Transport excluded
2. VAT excluded
3. Custom quotes available on request
4. Dress code adaptable per event
5. On-site point of contact





STAFFING DISCOUNTS (STANDARD ROLES ONLY)

♣️ 1-9 Staff: R180/hr ♣️ 10-19 Staff: R170/hr ♣️ 20-39 Staff: R165/hr ♣️ 40+ Staff: R160/hr

Applies to: bar staff, waitrons, ushers, cleaners, setup crew, promoters and similar roles.

Excludes: specialist roles & management.

FLEXIBLE TEMPORARY OFFICE STAFFING

GENERAL / MIXED ROLES (hr)

Role	Rate per hour
Data Capturers	R 90/hr
Receptionists	R120/hr
Front Desk Staff	R140/hr
Office Admin	R100/hr
Sales / Retail Staff	R120/hr
Hospitality (long-term)	R120/hr

DAILY RATES

Role	Full Day	Half Day
Admin Staff	R800	R480
Data Capturers	R720	R432
Receptionists	R960	R576
Front Desk	R1120	R672
Sales Staff	R960	R576
Hospitality Staff	R960	R576

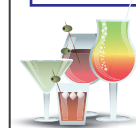
BAR ADD-ONS AND RENTALS

PREMIUM BAR SOLUTIONS FOR EVERY OCCASION



PACKAGES

Name of package with price	what is included in each
BASIC BAR PACKAGE - R4,550	Bar equipment set Glassware (180 units) Ice + handling Menu signage
MOBILE BAR PACKAGE - R6,250	Mobile bar unit Full bar setup Glassware + ice Structured service flow
COCKTAIL PACKAGE — R7,850	Full cocktail kit Mobile bar Premium presentation Ideal for VIP events



NOTES

Discounts apply to standard roles only ♣️

On Site Staffing Manager ♣️

On Site Event Manager recommended for large scale events ♣️

TERMS & SERVICE

CONDITIONS



Professional Staffing	We provide trained hospitality staff only. All staff are internally trained in service standards and professional conduct. Staff profiles available on request.		
Minimum Booking	Minimum 5-hour shift per staff member. Bar/equipment rentals are charged per event .		
Rates	All rates exclude VAT, transport, and agency/management fees.		
On site staffing manager	On site staffing manager required if: • 10+ staff • 80+ guests • 6+ bar staff (alcohol service)		
Event Manager recommended if:	• 100+ guests • Multi-supplier or structured program events		
Pre-Event Requirements	- Clear scope of work guidelines pre event - Safe staff area and secure place for bags. - Access to drinking water and staff toilets - Parking or drop-off zone for staff - Power access for registration tech or scanners, if used. - A single point of contact onsite for approvals/meeting point		
Break Policy	20-minute meal break for shifts over 7 hours.		
Weather Policy	Bookings remain billable in adverse weather unless rescheduled.		
Surcharges	<table> <tr> <td> Short Notice Booking • 72-48 hrs: R150 • 48-24 hrs: R350 • <24 hrs: R550 </td><td> Late Night (per shift) • After 00:00: R500 • After 02:00: R700 • After 04:00: R900 </td></tr> </table>	Short Notice Booking • 72-48 hrs: R150 • 48-24 hrs: R350 • <24 hrs: R550	Late Night (per shift) • After 00:00: R500 • After 02:00: R700 • After 04:00: R900
Short Notice Booking • 72-48 hrs: R150 • 48-24 hrs: R350 • <24 hrs: R550	Late Night (per shift) • After 00:00: R500 • After 02:00: R700 • After 04:00: R900		

CANCELLATIONS : Cancellation fees (charged when cancelled within 3 days of event)

FEES (EXCL. VAT)

Overtime Rates: Overtime rates apply for any time that staff worked beyond the agreed minimum hours and are charged per staff shift 1.5 x the standard hourly rate.

Agency fee /management fee

10% of the total staff rate Recruitment, Booking & Communication Fee Briefing and Training of Event Staff Campaign Feedback & Follow Up

Public Holiday Rate: Public holiday rate applies for any staff required to work on a South African public holiday and are charged per staff per shift 1.5 x the standard hourly rate.

"Offering Event Staffing Solutions - Nationwide"

Booking Confirmation

1. Step 1: Send us your event date, venue, hours, guest numbers, and staffing needs.
2. Step 2: We prepare a quote and staffing recommendation.
3. Step 3: Once approved, your booking is confirmed with payment and signed acceptance.
4. Step 4: Our team briefs and allocates the correct staff for your event.
5. Step 5: Staff arrive ready, presentable, and fully briefed.
6. Step 6: We follow up after the event for feedback and ongoing support.

Public liability cover available upon confirmation of booking

- Booking confirmed upon full payment and signed terms
- Full payment due before event.

