

**JOHANNESBURG, SOUTH AFRICA
EVENT FACT SHEET**

DATE	20 th July, Saturday 8:45am – 7:00pm 21 st July, Saturday 8:30am – 7:00pm *Times are approximately only.
VENUE	The Pavilion room (Level 5) Sandon Convention Centre 8 Fredman Drive Sandton 2196, Johannesburg, South Africa Tel: 011 779 0000 *Find the venue on this location map
REGISTRATION	Registration Area : The Committee Foyer – Level 4 Everyone attending the event MUST register! Registration Time: Saturday 20 th July 2013 7.00am – 8.45am YOU MUST BRING YOUR TICKET TO THE EVENT FOR REGISTRATION! This is your entry into the event. Come early to avoid the rush. Doors open to the main event at 7.30am
TICKETS	Please read carefully: You will be issued with tickets for the event. These will be sent to you prior to the event. You MUST bring along your ticket/s to the event for Registration, this is your entry into the event. If you have purchased more than one ticket, you must provide all the details for each ticket holder prior to the event; name, address, email and mobile number. Please send these details to info.za@srpl.net A wristband will be issued during registration and is required for admission to the event. *Please retain your wristband for the 2 days program. A replacement fee of R 270.00 will be imposed for replacement of any lost wristband.
ADMISSION	The right of admission is reserved. Cameras and audio/video recorders of any type are not permitted inside the auditorium.
DISABLE ACCESS	There is disabled access throughout the venue
PARKING	There are nearly 11 000 parking bays available in the adjacent Sandton City and Nelson Mandela Square malls ensuring that parking your car is never a problem. Three hundred parking bays are available directly under the centre. A unique logistics management system for on- and off-loading further limits traffic congestion. The road capacity of the Façade Street of the building has been increased by introducing right-turning lanes. Entrance into Sandton Convention Centre parking is from Alice Lane between West and 5th Streets.

TRANSPORT

Airport

The Sandton Convention Centre is a mere 25 minutes by road from O.R.Tambo International Airport, the country's leading air terminal, serving 30 000 travellers daily.

Airport-approved operators provide taxi, bus and shuttle services between Sandton and the terminal.

For further information contact the O.R.Tambo International Airport on 011 921 6911.

Roads

Sandton is 25 minutes by car or bus from O.R.Tambo International Airport. Airport-approved operators offer taxi, bus and shuttle services to all major centres within a 500 km radius.

Hotel courtesy buses transport guests to and from the airport. A wide variety of transport is available in the region, ranging from budget car rental through to luxury transport, such as limousine chauffeur services.

The whole region enjoys exemplary road infrastructure and clear signage. Meeting planners may wish to appoint a transport company to provide a dedicated bus shuttle service for delegates. This service could include shuttles between hotels, to cater for delegates that are not staying within walking distance of the Sandton Convention Centre.

ACCOMODATION

DISTANCE	HOTEL	GRADING	ADDRESS	PHONE
Adjoining	Sandton Sun	5	Cnr Fifth & Alice Lane, Sandton Cnr Fifth & Maude Streets, Sandton	+27 11 780 5000
Adjoining	Intercontinental Sandton Towers	5	Cnr Fifth & Alice Lane, Sandton Cnr Fifth & Maude Streets, Sandton	+27 11 780 5555
Adjoining	Michelangelo Hotel	5	Nelson Mandela Square, Sandown	+27 11 282 7000
Adjoining	Michelangelo Towers	5	8 Maude Street, Sandown Sandton	+27 11 245 4000
Adjoining	Garden Court Sandton City	3	Cnr West & Maude Streets, Sandton	+27 11 269 7000

PAYMENTS VISA & TRAVEL FROM NIGERIA

Payments are to be made early to through the booking agents in Nigeria after which all necessary documents for VISA application would be sent to attendees. MyDoubleDouble International do offer a full VISA support & advice service, flight bookings, accommodations and travel arrangements.

CONTACT

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