

Conference Information

Tariff: R40 per person, half day – until 13:00
R60 per person, full day

Includes: Facilities
Screen, whiteboard, page board with Koki's
Water jugs and mints / sweets

Additional: Data projector: R860.00 per day

Coffee & Tea	R 10.00
Coffee, Tea & refreshments (Ex. Muffins, scones & sandwiches)	R 20.00
Jug of juice	R 27.00
Cash bar is available – also includes juices and soft drinks	

Lunch or dinner differs according to your needs.

Groups less than 10 are welcome to enjoy a meal from our A la carte menu of the day. Groups of 11 or more people need to discuss the menu with us before hand so that we are able to accommodate you. We include our Light lunches as well.

Conference Booking Form

1. Date: _____

2. Company / Group: _____

3. Contact Person: _____ Tel: _____

Fax: _____ Cell: _____

4. Total: Tentative: _____ Final Date: _____

Final Delegates: _____

5. Equipment required: _____

6. Time starting: _____

7. Refreshments/meals: Coffee & Tea (arrival) Time: _____

Coffee, Tea & Refreshments Time: _____

Coffee & Tea Time: _____

Light Lunch Time: _____

 A la Carte Time: _____

Coffee, Tea & Refreshments Time: _____

Coffee & Tea Time: _____

Dinner Time: _____

 Other _____

8. Table Layout: U-Form T-Form Classroom Boardroom

Theatre Other:

9. Special Requests: _____