



Annexure

In order for the various arrangements that have been made and ensure that the evening runs as smoothly as possible, we ask that all delegates attending make note of the following,

Order of the evening's proceeding;

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|-----------------|---|
| 17h30 for 18h00 | Arrival for registration |
| 18h00 to 19h00 | Opening address / Speaker; Mr. Perry Fung |
| 19h00 onwards | Snacks and beverages will be served |
| 20h30 | Closure of the evening |

Parking entrance in Mechau Street.

On arrival at parking security, provide your name(s) as well as either ID and or Drivers Licence.

The Security staff will have a guest list and are required to tick each one off on arrival. They will then advise you, where to park.

In the lift area go to the FNB lift and press the 08th floor, where the reception is situated

Registration: 08th Floor, reception, 'Portside' building.

Your ECWC team await, to welcome you.

3 desks will be set up for registration.

Guest list alphabetically noted under your company name.

You will then proceed to the 28th Floor, accompanied by once again one of the ECWC team.

Reservations: Due to seating restriction, be aware that bookings received will be on a first come first served basis. Booking confirmation will then be advised by email.

In respect of additional guests and or non-members, payment must be received not later than midday, Tuesday 16th February 2016. If not so done the reservation will be removed.

Please take cognizance that the 'Portside' is 100% a 'Non Smoking' zoned building.

Look forward to seeing you on the 17th February 2016.