



science
& technology

Department:
Science and Technology
REPUBLIC OF SOUTH AFRICA



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Africa Innovation Summit (AIS) Satellite Event

“Innovation – Addressing Africa’s Challenges”

Date: 06–08 June 2018

Venue: **The Venue, Menlyn**

Pretoria, South Africa

Information package for participants

1. Immigration requirements

All participants travelling to Johannesburg, South Africa, should have a valid passport. It is strongly recommended that delegates who require visa to enter South Africa should apply for them at the South African Consulates in their respective countries.

2. Travel (Airport and Ground transport)

Arrival will be at the OR Tambo International Airport in Johannesburg, South Africa. Upon arrival, ground transport will be provided by EZ Shuttle.

EZ Shuttle drivers will greet you at the airport with your name and/or surname on their boards. The drivers will be wearing green ties with black suits.

On the last day of the event (June 8th) all those traveling to the Airport are advised to check out with all their luggage in the morning. Their luggage will be safely stored in a locked area at the conference venue.

The shuttle will pick up all those traveling to the Airport at the summit venue **NOT** at the hotel where you are booked. Should you miss the shuttle and consequently miss your flight, the Department will not be held liable for any additional costs incurred for rebooking of flights.

Please note that the EZ Shuttle will drop you at the OR Tambo International Airport at least two hours before your departure time.

The shuttle is only organised for speakers (international speakers and speakers coming outside of Gauteng)

Participants are not covered by the shuttle, all participants are expected to organise their own transport to the summit venue.

EZ Shuttle contact number: +27 (0) 86 139 7488

3. Accommodation

Some delegates have been booked into the **Town Lodge, Menlo Park**, Pretoria. The address is:

1 Atterbury Rd & Klarinet Rd,

Menlo Park,

Pretoria, 0102

South Africa

4. Conference venue

The Africa Innovation Summit (AIS) Satellite Event will take place at a conferencing centre; **The Venue**, in Menlyn. Ground transport will be provided from the hotel to the venue of the summit and back to the hotel for the duration of the summit. The address of the hotel and conference venue is provided below:

Summit Place Office Park,
221 Garstfontein Rd,
De Beers,
Pretoria, 0181

5. Weather

Pretoria is expected to have sunshine on the 6th of June 2018, mostly sunny on the 7th of June 2018 and have clouds and sunshine on the 8th of June 2018. However, it is advisable to pack warm clothes. Please pack accordingly.

6. Currency

The South African Rand is the used currency in the country. The exchange rate is as follows:

The dollar to the rand is 1\$ = R12, 55 (subject to change)

7. Languages

The common language spoken in South Africa is English.

8. For emergencies, please contact:

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The Department of Science and Technology wishes you a safe travel to South Africa. We are looking forward to a fruitful summit.