



AVIANTO

a village made in heaven

2012 CONFERENCES RATES



Avianto offers you a choice of venues for your conferences, seating from 2 to 200 delegates depending on the seating arrangement and room selected.

VENUE

| VENUE | U-SHAPE | SCHOOLROOM | CINEMA | BANQUET WITH DANCE FLOOR | BANQUET NO DANCE FLOOR |
|-------------------|---------|------------|--------|--------------------------|------------------------|
| BANQUET HALL | 60 | 160 | 200 | 150 | 200 |
| FIRESIDE ROOM | 30 | 45 | 70 | 70 | 120 |
| CONFERENCE ROOM 1 | 32 | 45 | 80 | n.a | n.a |
| CONFERENCE ROOM 2 | 8 | 10 | 16 | n.a | n.a |
| CONFERENCE ROOM 3 | 10 | 12 | 16 | n.a | n.a |
| CONFERENCE ROOM 4 | 26 | 32 | 60 | n.a | n.a |
| CONFERENCE ROOM 5 | 12 | 14 | 20 | n.a | n.a |
| BOARDROOM | 6 | n.a | n.a | n.a | n.a |

STANDARD RATES

| DESCRIPTION | RATES | INCLUSIVE |
|---|---|---|
| HALF DAY PACKAGE 08H00 – 13H00 OR 13H00 – 17H00 | R 425-00 per person | Arrival tea, coffee, juice & snack, Midmorning tea, coffee & snack, Chef selection lunch in Dining Room, Standard equipment, Venue hire, (VAT) |
| FULL DAY PACKAGE | R 465-00 per person | Arrival tea, coffee, juice & snack, Midmorning tea, coffee & snack, Chef selection lunch in Dining Room, Afternoon tea, coffee & snack, Standard equipment, Venue hire, (VAT) |
| 24 HOUR CONFERENCE | R 1950-00 per person single per night R 1500-00 per person sharing per night | Accommodation, Arrival tea, coffee, juice & snack, Midmorning tea, coffee & snack, Chef selection lunch in Dining area, Afternoon tea, coffee & snack, Chef selection dinner in Dining area, Buffet breakfast in Dining area, Standard equipment, Venue hire, (VAT) |

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DISCOUNTED RATES

RATES AVAILABLE TO GROUP OF 50 DELEGATES OR MORE, ACCOMMODATED IN THE BANQUET HALL.

| DESCRIPTION | RATES | INCLUSIVE |
|---|---------------------|---|
| HALF DAY PACKAGE 08H00 – 13H00 OR 13H00 – 17H00 <i>Perhaps do half day with lunch and without</i> | R 380-00 per person | Arrival tea, coffee, juice & snack, Midmorning tea, coffee & snack, Chef selection lunch in Dining Room, Standard equipment, Venue hire, (VAT) |
| FULL DAY PACKAGE | R 425-00 per person | Arrival tea, coffee, juice & snack, Midmorning tea, coffee & snack, Chef selection lunch in Dining Room, Afternoon tea, coffee & snack, Standard equipment, Venue hire, (VAT) |

STANDARD EQUIPMENT AND SET-UP

Screen, Flipchart, Whiteboard, Podium, TV, Video, A5 Notepads, Conference Pens, Cordials, Mints and Water.

ACCOMMODATION

The Village Hotel offers 29 Luxury Rooms and 5 Suites. Accommodation offers rooms that are conveniently equipped with twin beds to accommodate two adults in comfort and style. Our unique bathroom layout ensures open access to either a shower, a bath or WC independently – making sharing with a colleague less taxing.

Should you prefer to book a suite for some of your delegates there will be an extra charge of R500-00 for a single and/or R250-00 per person sharing on top of the conference package.

CONFIRMATION & DEPOSIT PAYMENTS

- To confirm a reservation a copy of this signed contract within 5 days of making the reservation is required. Once the signed contract has been received the booking will obtain confirmed status.
- Deposit payments are required as follows after the booking is confirmed:
 - Conference within 14 days of reservation: 100% pre-payment required
 - Conference within 30 - 60 days of reservation: 50% deposit required. Balance of payment to be paid in full 14 days prior to the conference.
 - Conference within more than 60 days: 25% deposit required. Balance of payment to be paid in full 14 days prior to the conference.
 - Conferences booked in the next 10 days only have a waiting period of 48 hrs. Thereafter the booking will be released, we will advise you accordingly. No extensions will be permitted on short notice bookings.
- Confirmation of final number of delegates is required 14 days prior to commencement date of the conference.
- In the event of non-payment of the fees within the time specified, Avianto shall be entitled to
- cancel a booking after giving the client written notice giving them seven days to rectify.
- All monies are non-refundable once paid by the client.