

## **Client Booking Schedule Proposition**

DATES	DAYS	PAX	VENUE	ACTIVITY
29 Sep - 30 Sep	2		Ballroom	Exhibition/posters/lunch/tea/coffee/OPENING
29 Sep - 30 Sep	2		Meeting Suite 1.51	Organisers office
29 Sep - 05 Oct	7		Meeting Suite 1.52	Slide preview room
29 Sep - 05 Oct	7		Meeting Suite 1.53	Secretariat office
29 Sep - 05 Oct	7		Meeting Suite 1.54	Hospitality room
29 Sep - 05 Oct	7		Registration Foyer	Accompanying persons and holding area
30 Sep - 30 Sep	1	1500	Auditorium 1	Opening
01 Oct - 05 Oct	5	1500	Auditorium 1	Plenary
01 Oct - 05 Oct	5		Auditorium 2	620 pax theatre and/or classroom
01 Oct - 05 Oct	5		Ballroom	Exhibition/posters/lunch/tea/coffee
01 Oct - 05 Oct	5	120	Meeting Rooms 1.41 & 1.42	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5	120	Meeting Rooms 1.43 & 1.44	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5		Meeting Rooms 1.61 & 1.62	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5		Meeting Rooms 1.63 & 1.64	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5		Meeting Rooms 2.41 - 2.43	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5		Meeting Rooms 2.44 - 2.46	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5		Meeting Rooms 2.61 - 2.63	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5		Meeting Rooms 2.64 - 2.66	Parellel Sessions 120 pax theatre
01 Oct - 05 Oct	5		Meeting Suite 1.51	Organisers Office
01 Oct - 05 Oct	5		Roof Terrace Room	Parellel Sessions 120 pax theatre



## CAPE TOWN INTERNATIONAL CONVENTION CENTRE

Situated on the outskirts of the Central Business District, the Cape Town International Convention Centre (CTICC) is close to the vibrant beat of the city's heart. At its official opening, President Thabo Mbeki called the development 'a symbol of hope, a symbol of our glorious past, a symbol of modernity and a symbol of future prosperity'.

It is a notion that is as true today as it was then.

## Location and setting: a stunning environment

When you visit Cape Town, bring your camera. Table Mountain presides majestically over the entire city bowl, with landscapes as diverse as beaches and winelands just a short drive away. Many of the city's landmarks – shops, buildings, cultural attractions – are a few minutes from the Cape Town International Convention Centre. The nearby V&A Waterfront, with its mesmerizing list of restaurants, boutiques, malls, and creative characters, remains the country's most visited venue. This is indeed a city that embraces its ancient and recent history, fusing it with a sense of cutting edge design, contemporary fashion, and social chic.

The CTICC has added to this vibrant space. Its arrival has resulted in the blossoming of the Foreshore precinct – land reclaimed from the Atlantic Ocean in the 1930s. The Foreshore now forms a lively link between the Central Business District (CBD) and the city's harbour. Hotel and infrastructure developments abound – and the CBD itself has been infused with a new sense of purpose.

#### The new centre of CapeTown

One of the city's most recent developments is the Roggebaai Canal, which provides a water-taxi route between the CTICC and the V&A Waterfront. With an embarkation point in the main court, Convention Square, the canal offers visitors a unique view of the city. And it's just one of the ways the Convention Centre's location makes for an unforgettable stay.

#### Flexibility: the key to multi-use facilities

The Cape Town International Convention Centre is designed to meet the varied needs of its delegates and visitors. Its subdivisible, multi-use convention facilities – and dedicated exhibition area – create an environment that allows for any number of events and functions.

## A sublime sense of space

One of the outstanding features of the CTICC is its imposing, two-storey gallery that extends the full length of the centre. Move from one venue to the next, and you will soon notice that the design lends itself to a smooth flow and circulation of visitors. From major medical and scientific conventions hosting thousands of delegates, to consumer exhibitions and trade shows, as well as intimate meetings and events, the CTICC accommodates them all.

#### The Auditoria

The two auditoria, which offer excellent technological infrastructure and superb acoustics, provide tiered seating for large plenary sessions, lectures, product launches award evenings and theatre productions. Situated on opposite ends of the building, both auditoria can be utilized simultaneously while still allowing delegates breathing space. Design details such as writing tablets attached to the seats add a final quality touch.

The sweeping space of Auditorium I seats 1500 guests, and is equipped with a large stage and screen, six interpreting booths, an orchestra pit and a projection room. Linked VIP dressing rooms comfortably accommodate speakers, or the cast of theatre productions. The auditorium's spacious foyer enables delegates to enjoy refreshments, register, network, or view conference-related exhibits with ease. A designated exterior smoking terrace leads off from the foyer.

Auditorium II seats 620 delegates and is also equipped with a stage, screen, six interpreting booths, and a projection room. This venue is ideally located off the Strelitzia Conservatory and can be accessed from Level 1 of the centre. The Conservatory is the ideal pause point between busy conference schedules – enjoy some refreshments, and relax.

From lectures to live jazz, the CTICC's auditoria remain consummate hosts.

#### **Exhibition Halls**

The Cape Town International Convention Centre provides 10 000m<sup>2</sup> of dedicated, column-free exhibition and trade show space. The exhibition halls are sub-divisible and can be configured into five separate venues for smaller exhibitions, banquets, special events or conferences.

## It's not called the Grand Ballroom for nothing

The magnificent, multi-functional 2000m<sup>2</sup> Grand Ballroom is delicately bathed in natural light. It can also be divided according to a 60-40 ratio by means of soundproof partitioning. And, although the aesthetics are designed to take full advantage of the view, motorised vertical blinds do allow for blackout.

The venue is serviced from two dedicated kitchens situated on either side of the room. This allows for speed of service when the entire venue is in use. The 60-40 configuration would therefore see each individual room with its own kitchen.

## More room to move

The Roof Terrace Room situated on Level 2 has spectacular views of Table Mountain. Natural light flows into the room from three sides of the venue, and motorised blinds allow for blackout. The Roof Terrace Room includes a dedicated foyer and exterior terrace, making this prime space highly flexible.

There are also four flexible Meeting Rooms, each accommodating up to 330 delegates. The Meeting Rooms are sub-divisible and can be set up for a variety of seating configurations.

The thirteen Meeting Suites are well equipped and vary in size, accommodating up to 25 delegates. Many of these suites are glass fronted, and overlook the bustle of the Exhibition Halls. They double as private viewing boxes or VIP suites, broadcasting or pressrooms. These venues are most-often used as Speakers' Preparation rooms and Organizers' Offices.

A diverse number of dedicated conservatories and landings complement the meeting requirements of event organisers. The Convention Centre's two multifunctional restaurants are the Strelitzia and the Jasminum. Both are accessible from several venues and the exhibition halls and are adjacent to the Clivia, Strelitzia and Jasminum conservatories.

#### More than just a striking façade

The interior of the Cape Town International Convention Centre reflects the city beyond. Modern, tranquil, and welcoming, this floating space creates an atmosphere of 'African Zen'. Generous conservatories are flooded with natural light and surrounded by indigenous flora. These relaxing, less formal settings are perfect for viewing of exhibits, cocktails, light lunches, a meal on the run, or just a moment of quiet reflection in the course of a busy conference schedule.

The Registration Foyer is a spacious area dedicated to the efficient registration of large numbers of conference delegates. Ideally located off the Main Foyer on the ground floor, this flexible space can be easily adapted to suit particular needs.

The CTICC's main foyer leads off Convention Square, a grand piazza that looks out over the Roggebaai Canal and the ArabellaSheraton Grand Hotel. Convention Square links the road network to the centre's walkways and parking areas as well as the Roggebaai Canal embarkation point.

#### Future flexibility

The Cape Town International Convention Centre is already thinking ahead. In 2007 the exhibition area will be expanded to include a further 1200m2. Adjacent to Hall 4, this additional space will allow for breakout sessions for large conventions, dinner and lunch parties or exhibitions. Facilities and services will naturally match the exacting standards of the CTICC.

## The art of conferencing

Bold, distinctive artworks that express African and Cape essences ensure that the centre is not only technologically sophisticated but also aesthetically pleasing. The striking 28-metre wide and nearly 8-metre high relief sculpture in the Main Foyer, entitled Baobabs, Stormclouds, Animals and People, is a collaboration between the late San artist Tuoi Stefaans Samcuia and awardwinning artist Brett Murray. It reflects the rich diversity of South African culture and brings into focus the qualities that make Cape Town historically and culturally unique.

The second major artwork, Reservoir, is a vast two-piece sculpture by well-known local sculptor Gavin Younge. One portion comprises suspended vessel-like forms, woven from wire and metal strapping. The second piece consists of woven wooden boat hulls situated in the foyer of Auditorium I. Hidden speakers broadcast the life stories of people from Cape Town, South Africa, Africa and elsewhere in the world in a telling reflection of the region's cultural heritage.

## Access for the disabled

The CTICC has been designed around its visitors, including the disabled. The complex features international standard wheelchair access, designated drop-off points and parking bays, toilets for the physically challenged and elevators with Braille inscription. In fact, in 2004, the centre hosted Access, an International Conference on Partnership in Disability, as well as the sixth General Assembly of the World Blind Union.

## Technology: at your fingertips

The Cape Town International Convention Centre combines aesthetics with supreme functionality. The highly sophisticated IT network with its fibre optic backbone, includes some 1800 CAT5e data points located across the exhibition halls, meeting rooms and public spaces. This infrastructure is used to offer a host of technology services which include secure broadband internet. Every corner of the CTICC is also covered by separate wireless networks.

Remote control touch panels in certain venues allow event organisers to control light levels, blinds, and projection screens. Should a power failure occur, emergency back-up generators guarantee an uninterrupted power supply.

## Service and quality: a great Cape tradition

The staff at the Cape Town International Convention Centre are a committed team, aided by a sophisticated infrastructure, and cutting edge technology. This is enhanced by the excellent reputation of the operating company, the Dutch RAI Group, which has extensive international experience in all facets of the facility's operation.

The CTICC is supported by the qualified expertise of professional, preferred suppliers who complement the core services of the centre. These incorporate a full range of services from audiovisual and IT, to rigging and security.

## A choice of restaurants on the menu

The Cape Town International Convention Centre's catering division is managed by a team of talented, internationally trained chefs. They will help customise any menu you can imagine – and perhaps some you can't. Running the length of the centre, the kitchen facilities are the largest and most advanced in the Western Cape. Dedicated lifts from the kitchen to each venue allow for every event to be catered for with efficiency, flair and friendliness.

Delegates and visitors also have the option of visiting the CTICC's two informal restaurants, the Jasminum and Strelitzia, or the privately-owned Marimba Restaurant, a vibrant eatery offering a combination of African and world cuisine. At the Marimba, guests can tune in to the vibrant beat of live jazz music, or take in the commanding city and mountain views from the outdoor terrace.

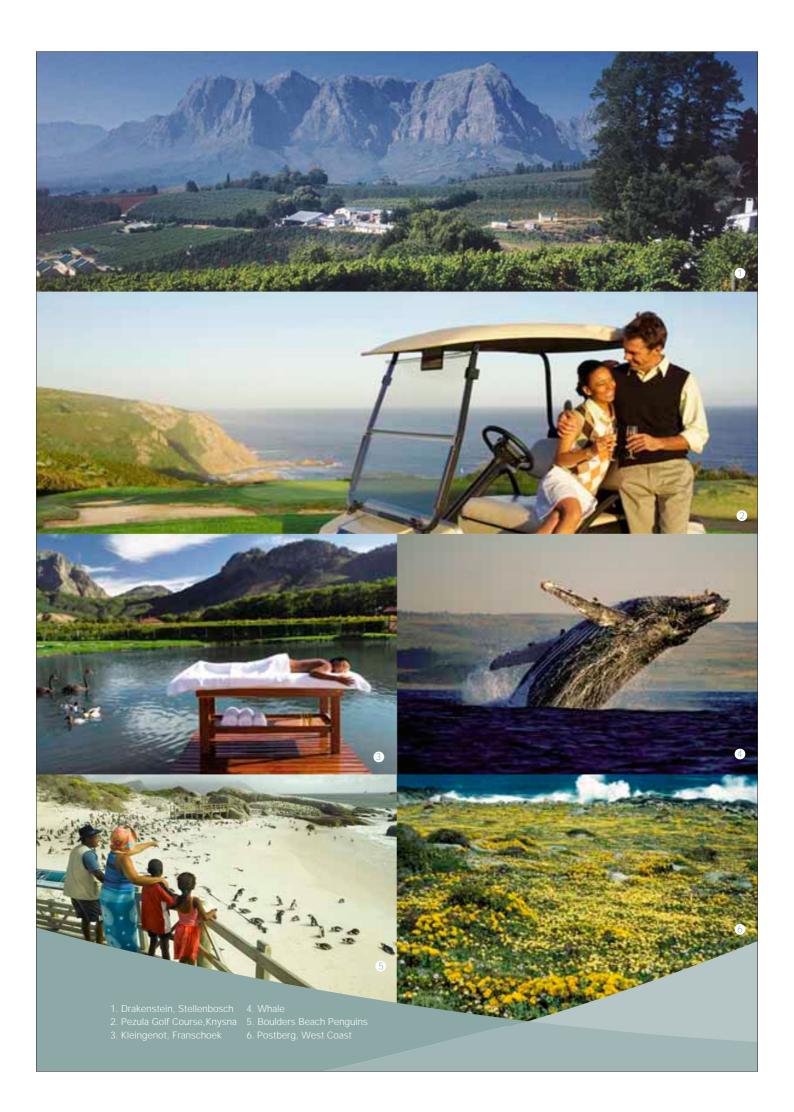
## Convention convenience

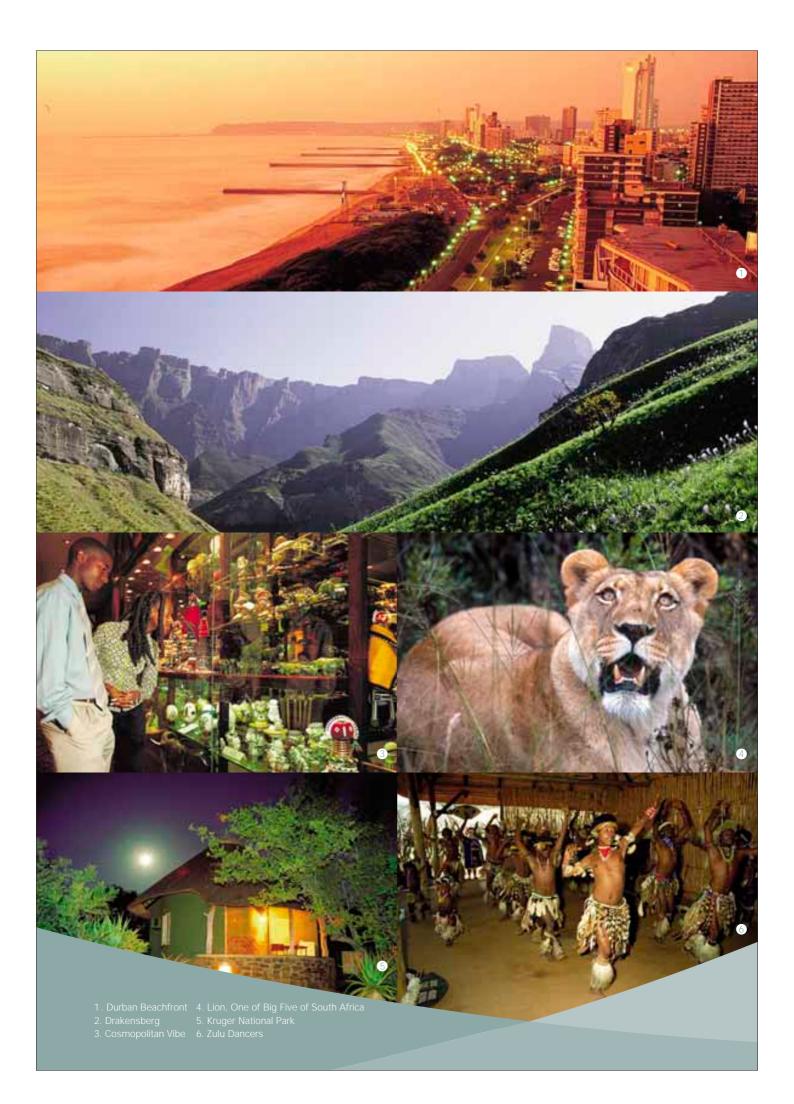
Visitors to the CTICC will find a host of useful facilities located in the Main Foyer, off Convention Square. These include: the Mahisha Business Centre, which incorporates the Imali Express Bureau de Change, a travel booking desk and a range of business services; the IIIy Café, which is perfect for a quick bite and a cup of coffee; and the Afrique Convenience Store, offering duty-free shopping, local and international newspapers and magazines, and a selection of African crafts. An on-site Medi-clinic provides first aid services if required.

Outside, there are 1400 secure parking bays available for visitors.

# pre and post tours

rediscover





## **PRE & POST TOURS**

Few countries in the world can match the fun, beauty and excitement you'll find in South Africa. Whilst in Cape Town for your conference, take the opportunity to stay a little longer to explore the unique aura of Africa:

## Post Tour Options:

**Bush Babies: Game Lodge Fly-in package** The Kruger National Park is an area known as Paradise Country, it is large and diverse enough to guarantee each visitor his or her personal safari adventure. The main attraction of course the 'Big Five' however, the interesting indigenous fauna and flora, abundance of general game and prolific bird life completes the idea bush sojurn. Delegates will be flown from Johannesburg International Airport to Kruger Mpumalanga International Airport to begin their game viewing experience.

## Shamwari Game Reserve Port Elizabeth 2 Days and 1 Night

Steeped in settler history and dating back to a time when a multitude of game roamed freely, the reserve boasts five eco-systems, thus supporting the many forms of plant, animal and bird life. Game viewing is carried out on game drives with a trained ranger who will increase your enjoyment with his knowledge of both the flora and fauna.

## The Magical Garden Route

This tour departs from Port Elizabeth and heads to Cape Town, passing the forests of the Tsitsikamma Mountains and the Bloukrans and Grot River Passes. Highlights of this tour will include the scenic Garden Route featuring attractions such as Bloukrans, Stormsriver, Tsitsikamma Forest, Big Tree and Nature's Valley, the oyster capital of Knysna (with the opportunity of a lagoon boat cruise), the ostrich capital of Oudtshoorn, including a visit to the Cango Caves, ending the tour in magical Cape Town.

# Augrabies & Namibia Wonderscape Upington to Windhoek

## 5 days and 4 nights

Few sights are as awesome or a sound as deafening as water thundering down the 56 metre Augrabies Waterfall when the Orange River is in full flood. The Khoi (Bushmen) people called it "Aukoerebis" or place of Great Noise, as this powerful flow of water is unleashed from rocky surroundings. Places visited on this tour include the Fish River Canyon, the second largest natural gorge in Africa. Offering fantastic photographic opportunities, the majestic and pristine sand dunes will be visited in the Sossusvlei region before leaving for the bustling city of Windhoek.

#### Table Mountain and City Tour

This half day tour includes: cableway trip to the top of Table Mountain where the varying flora and fauna will be explained; Malay Quarter tour; Castle of Good Hope; Milnerton for a spectacular view of Table Mountain and Cape Town Diamond Works.

## **PRE & POST TOURS**

## Winelands Tour

The tour includes: scenic and historic drive through and wine tasting at local farms in Paarl, Stellenbosch and Franschoek.

## Colonial Conflict Chronicles (Natal Battlefields)

An early start inland towards South Africa's famous battlegrounds, more battles were fought in this remote area of KwaZulu–Natal than anywhere else in South Africa. The expert battlefield guides will have you hanging on every world as they recount the 1979 battle of Isandlwana where 24 000 Zulu Impis' took on the fire power of the British troops, and eliminated almost an entire regiment in less than an hour. Highlights of this tour include the relics of Islandlwana, Fugitive's Drift and Rourke's Drift, featuring historical conflicts between Zulu Impi and British troops and Relics of Spioenkop showcasing the battle between Boer and British soldiers.

## Madiba's Coast

Departing from Durban, this tours takes delegates along the spectacular coastal road to Ramsgate, crossing the Mtamvuna River and into the beautiful Transkei. We pass local villages and tea plantations to visit the Magwa Waterfall. Leaving East London the tour will pass Kariega Game Reserve where many indigenous animal species of the area including the Big Five can be viewed. Highlights of this tour include the Pristine Transkei coast, Nelson Mandela Museum and home village of Qunu, Kariega Game Reserve in open safari vehicles, historic Grahamstown and game viewing in Addo Elephant National Park.

## Holistic South Africa

This tour is ideal for those taking time to rejuvenate their mind, body and soul whilst enjoying the scenic and wildlife wonders South Africa has to offer. From Johannesburg International Airport, take a leisurely drive to the Magaliesburg Mountains, to the thatched-roof stone Spa complex which has been built away from the main hotel in the mountain village, to ensure peace and tranquility and offers and exciting range of indulgent face and body treatments, complemented by outdoor heated rock pools set in an indigenous meditation garden. For the more energetic, hot air ballooning safaris can be arranged.

## Cape Highlights Tour

This full day tour includes: Camps Bay, Hout Bay, Chapmans Peak, Cape of Good Hope Reserve, Simonstown, Muizenberg, wine tasting at a local wine estate and the University town of Stellenbosch.



# BEST CITIES.NET YOUR CONNECTION TO SERVICE

## Make your convention a BestCities.net experience

BestCities.net is a global convention & visitors bureau alliance that delivers the world's best service experience for the meetings industry. Consistently high service standards and close co-operation through information exchange, enable seven convention bureaux on three continents, to offer a totally unique product. Not only are the service standards unparalleled, but the destinations represented by BestCities Global Alliance partners have the facilities, attractions, and infrastructure to ensure a successful convention. The alliance consists of convention bureaux in Cape Town, Copenhagen, Dubai, Edinburgh, Melbourne, Vancouver, San Juan and Singapore.

## Attractive world-class destinations

BestCities.net destinations are geographically diverse, yet similar in that all of the cities possess great historical and cultural depth, as well as a vibrant international atmosphere.

#### World-class facilities

BestCities.net destinations have state of the art convention facilities representing venues that can accommodate between 300 and 3,000 delegates in plenary sessions. In fact, venues in some cities can accommodate as many as 20,000 delegates. Each destination also has at least 10,000 hotel rooms within proximity of major convention venues.

## Walking distance and easy access

Travel to BestCities.net destinations is easy and convenient from anywhere in the world. Our International airports are all convenient to the city centres. All seven cities are easy to get around in with most major attractions, hotels, restaurants, and meeting venues just a short walk from each other.

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## www.bestcities.net



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