

## Internet Marketing Summit EVENT FACT SHEET

Important details enclosed. Please read carefully.

<b>LOCATION</b>	Pretoria, South Africa
<b>VENUE</b>	Heartfelt Arena 1000 Voortrekker Road, Thaba-Tshwane, Pretoria 0143, South Africa Telephone: +27(0) 12 651 2251 Website: <a href="http://www.heartfeltarena.co.za">www.heartfeltarena.co.za</a>
<b>DATE AND TIME</b>	Saturday 1 <sup>st</sup> April 2017 09:00 - 19:00  *Approximate timing only. The speakers are committed to the highest standards of presentation and insist that all the material is covered. Therefore the schedule may differ from the above.
<b>TICKET</b>	An E-ticket will be sent to you after purchase. This is your entry into the event.  If more than one ticket is purchased, all of the tickets will be sent out to the person who has booked and paid for the tickets.  We must have the details of all the ticket holders prior to the event.  Please email us the Full Name, Cell Phone Number, Email Address of each ticket holder to <a href="mailto:info.za@srglobal.com">info.za@srglobal.com</a>
<b>SEATING CATEGORY</b>	The Seating Category printed on your tickets indicates your seating section. Free seating applies only within your seating category.
<b>ADMISSION</b>	Admission to the program is strictly upon presentation of Entry ticket or E-Admission ticket only. Please print and present your E-ticket at the registration counter. The right of admission is reserved.

<p><b>ONSITE REGISTRATION</b></p>	<p>Every participant <b>MUST</b> register on site! <b>YOU MUST BRING YOUR E-TICKET TO THE EVENT FOR REGISTRATION!</b> This is your entry into the event.</p> <p>Date           <b>Saturday, 1<sup>st</sup> April 2017</b>  Time           <b>07:15 onwards</b></p> <p>Our staff and crew will direct you to the correct registration counter.</p> <p>The program will start promptly at 09:00 on Saturday. We anticipate a full house so please ensure you arrive early to check in and get a good seat. Latecomers will be admitted at the first suitable break in the program.</p>
<p><b>WRISTBAND</b></p>	<p>A wristband will be issued during registration and is required for admission to the room. A replacement fee of R200 will be imposed for replacement of any lost wristband.</p>
<p><b>RECORDING/ TAPING</b></p>	<p>The right of recording/taping is reserved. No taping or recording of the sessions is allowed.</p>
<p><b>ATTIRE</b></p>	<p>Business wears or smart casual. Please dress comfortably, making sure you bring a sweater to each session, as the temperature in the conference facilities can fluctuate.</p>
<p><b>MEALS</b></p>	<p>There will be lunch &amp; dinner breaks. Food will not be provided.</p> <p>The speakers are committed to deliver the training in its entirety at the highest level.</p> <p>Therefore, the timing for all breaks may be irregular. You are advised to bring your own snacks should your medical conditions require. You may purchase food from the various outlets at the venue.</p>
<p><b>IMPORTANT THINGS TO BRING</b></p>	<p>Must-haves:</p> <ol style="list-style-type: none"> <li>1. Writing materials</li> <li>2. Warm jacket or sweater</li> <li>3. Some snacks as the timing for all breaks may be irregular</li> <li>4. Please bring your own water bottle (open containers are not permitted)</li> </ol>
<p><b>ACCOMMODATION</b></p>	<p><b>Sheraton Pretoria Hotel *****</b>  Address       643 Stanza Bopape Street, Hatfield, Pretoria, 0083  Telephone   +27 (0)12 429 9999  Email        01136res@sheratonpretoria.com  Website     <a href="http://www.sheratonpretoria.com">http://www.sheratonpretoria.com</a></p>

**Garden Court Hatfield \*\*\*\***

Address Corner End and Pretorius Street, Hatfield, Pretoria 0083  
Telephone +27 (0)12 432 9600  
Email [Tsogosunhotels.contactus@tsogosun.com](mailto:Tsogosunhotels.contactus@tsogosun.com)  
Website <http://www.tsogosun.com.garden-court-hatfield>

**Manhattan Hotel\*\*\*\*\***

Address 247 Scheiding Street, Pretoria, 0002  
Telephone +27 (0)12 392 0000  
Email [marketing@manhattanhotel.co.za](mailto:marketing@manhattanhotel.co.za)  
Website <http://www.manhattanhotel.co.za>

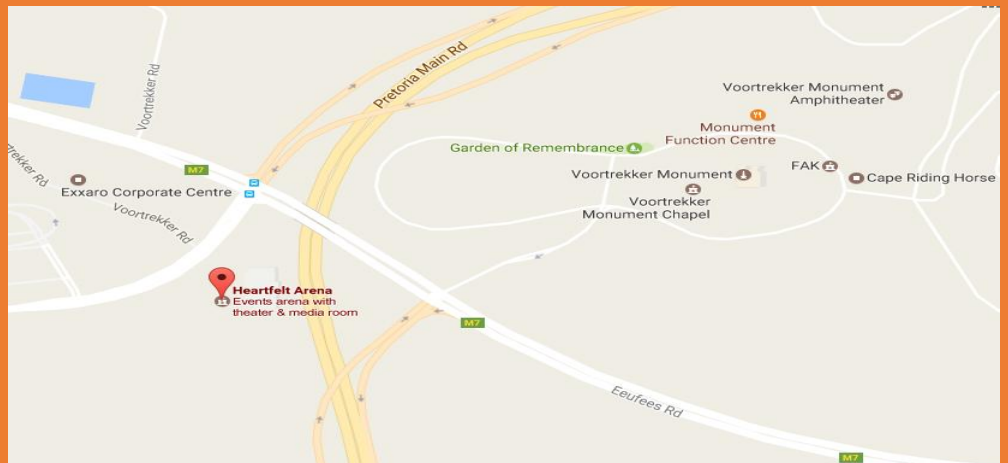
**Morning Star Express Hotel \*\*\***

Address 327 Visagie Street, Pretoria, 0001  
Telephone +27(0)12 392 0000  
Email [Info@morningstarhotel.co.za](mailto:Info@morningstarhotel.co.za)  
Website <http://www.morningstarhotel.co.za>

**PARKING**

Parking available – Please be informed that parking is free.

**Additional Venue Information**



**GPS Co-ordinates: S25° 778.680' / E028° 166.800**

**CONTACT**

**Success Resources South Africa Pty Ltd**

Telephone 087 151 2300  
Email [info.za@srglobal.com](mailto:info.za@srglobal.com)  
Website  
Address 1<sup>st</sup> Floor, Block 8 Glenfiddich Building  
Kildrummy Office Park  
Cnr. Witkoppen&Umhlanga  
Paulshof 2128  
Sandton, South Africa

# **FAQ's for Ticket Holders**

## **TICKETS:**

### **When will I receive my ticket(s)?**

Tickets are generated after payment from XING EVENT <no-reply@mail.amiando.com>. Your E-ticket is your entry into the event so you **MUST** keep it safe!

### **If I have bought more than one ticket, will all the tickets be sent out to me?**

Yes, if you are the buyer of the tickets, then all tickets will be sent out to you. You will then be responsible for distributing the tickets to each of the ticket holders. Each ticket holder **MUST** have his or her ticket to register onsite at the event.

### **Do I need to provide the details of each ticket holder?**

Yes, please provide us with the full details of each ticket holder: full name, email address, cell phone number and postal address. Please send these details to: info.za@srglobal.com.

## **SEATING:**

### **Are the seats allocated?**

The seats are not allocated in any of the seating sections. You can sit anywhere in your allocated section

### **If I have a group attending the event, can we all sit together?**

The seats are not allocated. If your group wants to sit together then you will need to enter the event together to secure the seats in your group.

### **If I want to sit next to my friend can I reserve a seat?**

No, you cannot reserve any seats. If you want to sit next someone, you will need to register together & get a seat together when the doors open to the event.

## **REGISTRATION:**

### **Do we have to register at the event even if we have our ticket?**

Yes, **EVEYONE** attending the event must register. Ticket holders must bring along their tickets to the registration counter.

### **What do we need to bring along to registration?**

You **MUST** present your ticket at registration; this is your entry into the event.

Ticket holders must bring along their tickets to the registration counter.

### **When is registration?**

Date            Saturday, 1<sup>st</sup> April 2017

Time            07:15 onwards

**Where is registration located?**

Our staff and crew will be there to direct to you the correct registration counter.

**What do we receive when we register on the morning of the Saturday, 1<sup>st</sup> April 2017?**

Ticket holders will receive the event wristband, which must be worn for the duration of the event. This will give you access to the event over the two days. Ticket holders will have the opportunity to purchase workbooks for this event.

**EVENT TIMES:****What are the times of the event each day?**

Saturday      1<sup>st</sup> April 2017      09:00 – 19:00

\*Please note these times are approximate only.