

LOGISTICS NOTE

TRAVELLING TO SWAKOPMUND

The 2019 Namibia International Oil and Gas Conference will be hosted in **Swakopmund**, the coastal city of Namibia. The closest airport to Swakopmund is the **Walvis Bay International Airport** which is an approximate **drive of 30 minutes away from Swakopmund** and a **45 minutes flight from Hosea Kutako International Airport** in the capital city Windhoek.

There are direct flights from South Africa (Cape Town & Johannesburg) as well as from the Hosea Kutako International Airport. Air Namibia, South African Airways & Qatar Airways both fly into Walvis Bay International Airport.



THE VENUE

The Conference will be held at the Strand Hotel Swakopmund which is a Four-Star hotel located directly on the mole (promenade) in Swakopmund, surrounded on three sides by the Atlantic Ocean, with direct access to the main beach in town. It features sea facing terraces, restaurants, lobby-lounge, conference and banqueting centre.

Please visit <https://www.strandhotelswakopmund.com/> for more information.

VISA

All countries requiring visas to enter Namibia please take note of the following:

1. **Visas will be issued upon entry to Namibia to all conference delegates**
2. Please ensure that you have an **invitation letter to the Conference from Rich Africa** and have a printed copy with you.
3. A **letter from your company** confirming your representation of the company at the Conference.
4. We are liaising with the Ministry of Home Affairs and should there be any further information required we will forward it to you prior to your departure.
5. Queries on this issues can be directed to stefanie@richafricaco.com

TRANSPORTATION FROM THE AIRPORT

Please email Ms Jacqueline Prince at info@namibiaoilandgasconference.com and CC info@richafricaco.com with the **subject line "Transport"** for her attention with all your transportation requirements. Kindly also communicate your **flight itinerary** at your earliest convenience in order to ensure coordinated transportation from the airport to your hotel to the above email addresses.

ACCOMMODATION IN SWAKOPMUND

Kindly note that participants are expected to make their own travel and hotel arrangements.

Strand Hotel Swakopmund (conference venue) Website:

<https://www.strandhotelswakopmund.com>

Other nearest hotels include:

Swakopmund Hotel: If you wish to stay at the Swakopmund Hotel kindly contact Ms Beulah Werth, Tel: +264 64 410 5200, Email: swakres@legacyhotels.co.za with the subject line "Namibia International Oil and Gas Conference". For further information go to <http://www.swakopmundhotel.com>

Hansa Hotel: <http://www.hansahotel.com.na>

Beach Hotel: www.beach-hotel-swakopmund.com/

BON Hotel: <https://www.bonhotels.com/swakopmund>

AIRLINE

- **South African Airways** is offering **15 – 20%** discount on direct flights please contact the Sales Co-Ordinator, Prudence Nyathi on: PrudenceNyathi@flysaa.com or +2711-978-5479

WEATHER

In April, the average temperature in Swakopmund is between 13 and 22 Degrees Celsius.

LOCAL TIME

Central Africa Time, GMT/UTC +2 hours

LOCAL CURRENCY

The Namibian Dollar is the official currency and is fixed to and equals the South African Rand. Both these currencies can be used freely in Namibia. The current rate is around N\$14 to \$1.

ELECTRIC VOLTAGE

In Namibia the standard voltage is 220 V and the frequency is 50 Hz. Most plugs have three round pins but some plugs with two smaller pins are also found on appliances.

WIFI

Connection to WIFI is available at the conference venue

REGISTRATION

Pre-Registration will commence on **23rd April 2019 at 16h30** at the Strand Hotel in Swakopmund, followed by a **Welcome Cocktail Reception at 18h00** that will take place at the Kristall Galerie, Corner of Tobias Hainyeko and Theo-Ben Gurirab Avenue.

Further registration will be possible on **24th April 2019 from 7h00 till 8h00** before the Official Opening of the Conference.

You will be given a name badge which you will need to keep safe and with you at all times for the duration of the conference and gala dinner, as this will be your only form of security identification and subsequent access into the event.

SUMMARY OF THE PROGRAMME

CONFERENCE DAY 1

Date: 24 April 2019 | Time: 8h00 – 17h00

GALA DINNER

Date: 24 April 2019 | Time: 18h00

Location: The gala dinner will be held at the Strand Hotel Swakopmund.

CONFERENCE DAY 2

Date: 25 April 2019 | Time: 8h30 – 15h30

VISIT TO THE FUEL STORAGE FACILITY

Date: 25 April 2019 | Time: 15h30 – 17h30

Please note that spaces are limited for the visit and is on a first come, first serve basis. Transport to the site will be provided.

DRESS CODE

Conference: Business

Gala Dinner: Formal or Traditional Attire

OFFICIAL PROGRAMME

The tentative program will be available on www.namibiaoilandgasconference.com

Final programme will be available upon registration in Swakopmund.

SOCIAL MEDIA

We will be posting news and updates on our social media platforms so please follow @RICH_AFRICA on Twitter during the event for access to the latest information and use the hashtag: #NIOGC2019

ENQUIRIES

Should you have any enquiries or clarification, kindly contact info@richafricaco.com or call +264 813006391

We wish you a safe journey and look forward to welcoming you to Swakopmund, Namibia!