

ADDITIONAL SERVICE AND HIRE COSTS

Contact your sales or event executive for costings on:

- Internet, wired and wireless connectivity solutions
- Event websites and apps
- Lead retrieval systems
- Programme, speaker, abstract and presentation management systems
- Registration systems
- RFID (radio frequency identification) readers
- Barcodes
- Creation of badges and vouchers
- Online payment portals
- Delegate messaging systems
- Conference management software
- Electronic signage systems
- Video recording
- Web, video and podcasts
- People-counting systems
- Audience response systems

All prices are exclusive of VAT.

ADDITIONAL STAFF

Rate per hour and includes VAT	
Waitrons	From R90
Barista	From R100
Barman/Wine Steward	From R100
Room turnaround	From R100
Hostess	From R150
Ushers	From R150

All staff rates are per person, per hour, with a minimum charge of four hours. Double-time rates apply to staff working on Sundays and public holidays.

AUDIO-VISUAL SERVICES

The CTICC has contracted preferred suppliers for audio-visual services. Please contact your sale or events executives executive for a quote tailored to your event requirements.

CARPETING

Please consult your sales or event executive for a quote for any event taking place in our exhibition halls. It is compulsory to carpet halls 1 to 4B.

CLEANING | DAILY LABOUR RATES

Please request a quote from your sales or event executive.

STAND CLEANING

Exhibitors are allowed to order a dedicated cleaner for their exhibition stand. This includes general cleaning (removal of water, surface dust and vacuuming).

Dedicated cleaner per stand	R1 068.35 per day
Dedicated cleaner per stand	R1 160.35 per night

ELECTRICITY

All halls, Auditorium 1 and the Ballroom are fitted with electrical bulk supplies. These range from 125A 3-phase to 400A 3-phase. These bulk supplies are monitored by sub-metering devices that measure electricity consumption for which clients are charged at a rate of R1.20/kWh. The rate is amended from time to time, in accordance with municipal escalations. The charge is only applicable for consumption above R100.

The CTICC has appointed preferred suppliers for this purpose. Please contact your event or sales executive for a quote tailored to your event requirements.

EQUIPMENT HIRE

Rate per item per day and includes VAT	
Conference/ Banquet chairs	R45
Stanchions (limited availability)	R45
Dance floor per square meter	R55
Banquet round table including linen	R83
Cocktail table with linen	R88
Bar chairs/stools	R88
Trestle table only	R72
Café table and four café chairs	R150

Conversation table 4 seats	R180
Conversation table 6 seats	R250
Registration desks	R380
Lounge pockets (perimeter)	R5 000

CTICC 2 halls are treated as the Ballroom.

CTICC DCPs, chairs included up to 1 000 units. All chairs above 1 000 units are charged to the client's account.

EXHIBITION SURCHARGE

R105.00 excluding VAT (low season)

R109.00 excluding VAT (high season)

R110.00 (peak season)

per net m² per day applies to the use of non-dedicated exhibition space for commercial or non-commercial exhibits. This surcharge is not applicable for build-up and breakdown days.

ICT SERVICES

Internet bandwidth services	Unit price (per day) incl. VAT
20 Mbps dedicated internet connection	R3 015
40 Mbps dedicated internet connection	R5 690
60 Mbps dedicated internet connection	R8 365
80 Mbps dedicated internet connection	R11 710
100 Mbps dedicated internet connection	R15 100
150 Mbps dedicated internet connection	R22 085
200 Mbps dedicated internet connection	R31 000
300 Mbps dedicated internet connection	R39 480

Bandwidth exceeding 100 Mbps:

Contact your Sale and Events executive

Notes:

- Internet services must be ordered in conjunction with a wireless service, cabled Ethernet connection or a combination of connection services (*See "Network Services" in the table alongside).
- All premier bandwidth services are provided uncapped and unshaped at a contention ratio of 1:1.
- Bandwidth exceeding 300 Mbps is available and will be quoted on request.

COMPUTERS AND NETWORKS**NETWORK SERVICES**

	Delivery/ setup fee (PI)	Unit price inclusive of VAT
Cabled/hardwired connection (CAT5 or CAT6 Ethernet), on dedicated VLAN, for the duration, to be ordered per connected device (all cables and switch ports will be provided); add internet if required	R600	R245
Wireless service for 20 concurrent device connections or less	R575	R485
Wireless service for 21 – 50 concurrent device connections or less	R1 410	R1 735
Wireless service for 51 – 80 concurrent device connections or less	R2 830	R3 505

Wireless service for more than 80 concurrent device connections:
Contact your Sale and Events Executive

Notes:

- Unit prices followed by a * are indicative of a "once-off" fee structure. All other unit prices are charged on a "per day" basis.
- Wireless services exceeding 80 concurrently connected devices are available and will be quoted on request.

**World-class ICT solutions, hardware, document-imaging and support services are available from CTICC ICT and our service partner.*

**In all cases, the CTICC will endeavour to honour prices listed in the ICT services section. There may be instances, however, where a volatile exchange rate requires a pricing adjustment. For this reason, ICT services pricing is subject to change.*

LIFTING EQUIPMENT

The CTICC has contracted preferred suppliers for this purpose. Please contact your event or sales executive for a quote tailored to your event requirements.

* Please note equipment hire excludes the driver's rate. Driver to be booked for a minimum of four hours.

* Lifting equipment is subject to availability

*Please note: for external lifting equipment hire, we direct clients to the supplier and they deal on their own. NO CTICC involvement.

MEDICAL FACILITIES

The medics for conference packages are for the CTICC's account, as indicated. The cost of all other medical staff as indicated by the event requirements, is for the client's account as per the advertised rates.

The CTICC has an on-site clinic where patients can be treated immediately in the event of an emergency, stabilised and transferred to the nearest medical facility. This service is for the client's account. Only approved independent practising medics will be allowed to work at the CTICC (ILS or higher qualification).

Please note that the Safety at Sport and Recreational Events Act, 2010, (SANS 10336:2015) requires that medical assistance is provided during all stages of an event, including build-up and breakdown. Where events or conferences reach a capacity of over 1 000 attendees, the National Health Act, 2003, and regulations for medical provisions at mass gatherings require that an assessment be carried out for medical provisions.

THE FOLLOWING RATES WOULD APPLY:

BLS (Basic Life Support)	R265 per hour
ILS (Intermediate Life Support)	R290 per hour
ALS (Advanced Life Support)	R739 per hour
Ambulance	R373 per hour
VOC Medic	R739 per hour
Doctor	R2 013 per hour

**Should events run over the communicated event times, the event organiser/client will be liable for the additional charges.*

MOBILE ELEVATED WORKING PLATFORMS

The hire of lifting equipment required for hanging banners will be at an additional cost. Please ask your sales or event executive for a quote.

PLUMBING CONNECTIONS

The CTICC has appointed preferred suppliers for this purpose. Please contact your event executive or sales executive for a quote tailored to your event requirements.

REFUSE HANDLING

To meet the CTICC's environmental compliance standards, bins must be ordered directly from the centre's Conference and Exhibition Services Department. Quotes are provided per event and are based on waste separation, upcycling requirements, and removal from the site. An event recycling and waste certificate can be provided, if required. Please also indicate should you wish to upcycle any of your wood waste in which case bins dedicated for this purpose will be ordered.

THE FOLLOWING RATES WOULD APPLY:

Waste Management including 2 Marshalls	R14 267
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Contact your sales or event executive for a tailored quote

INTERNET

The CTICC has contracted preferred suppliers for this purpose. Please contact your event or sales executive for a quote tailored to your event requirements.

SERVICE STAFF

Wages for waitrons, barmen and supervisory staff are included in the costs of Day Conference Packages. Requirements for additional staff, including porters, ushers and hostesses, must be prearranged and will be billed to the client.

STORAGE AND OFFICES

If an additional venue is needed as a storage space or organiser/media offices are required, these will be allocated and billed to the client's account.

TELECOMMUNICATIONS

TELECOMMUNICATION SERVICES

	PRefundable call charge deposit (per line)	Delivery/setup fee (per line)	Unit price (per day)
Telephone handset and line	R1 150.00	R464.78	R300.00

When booking events in the Ballroom and Exhibition Halls, a customised quote will be generated based on specific requirements.

CONTACT



CTICC 1:

Convention Square, 1 Lower Long Street, Cape Town, 8001, South Africa
GPS co-ordinates: -33.915141°, 18.425657°

CTICC 2:

Corner of Heerengracht & Rua Bartholomeu Dias, Foreshore, Cape Town, 8001, South Africa
GPS co-ordinates: -33.91747°, 18.42908°



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Cape Town International Convention Centre



NURTURE
OUR
WORLD

we are a green conscious convention centre

