

# Ambassadors Briefing Function

## 07 October 2014



**African Economic Expansion Summit**  
*Invest in Africa's infrastructure growth story*



**Senzo Mchunu**  
KwaZulu-Natal Premier

[www.aees.co.za](http://www.aees.co.za)



 **Southern Sun**  
**PRETORIA**







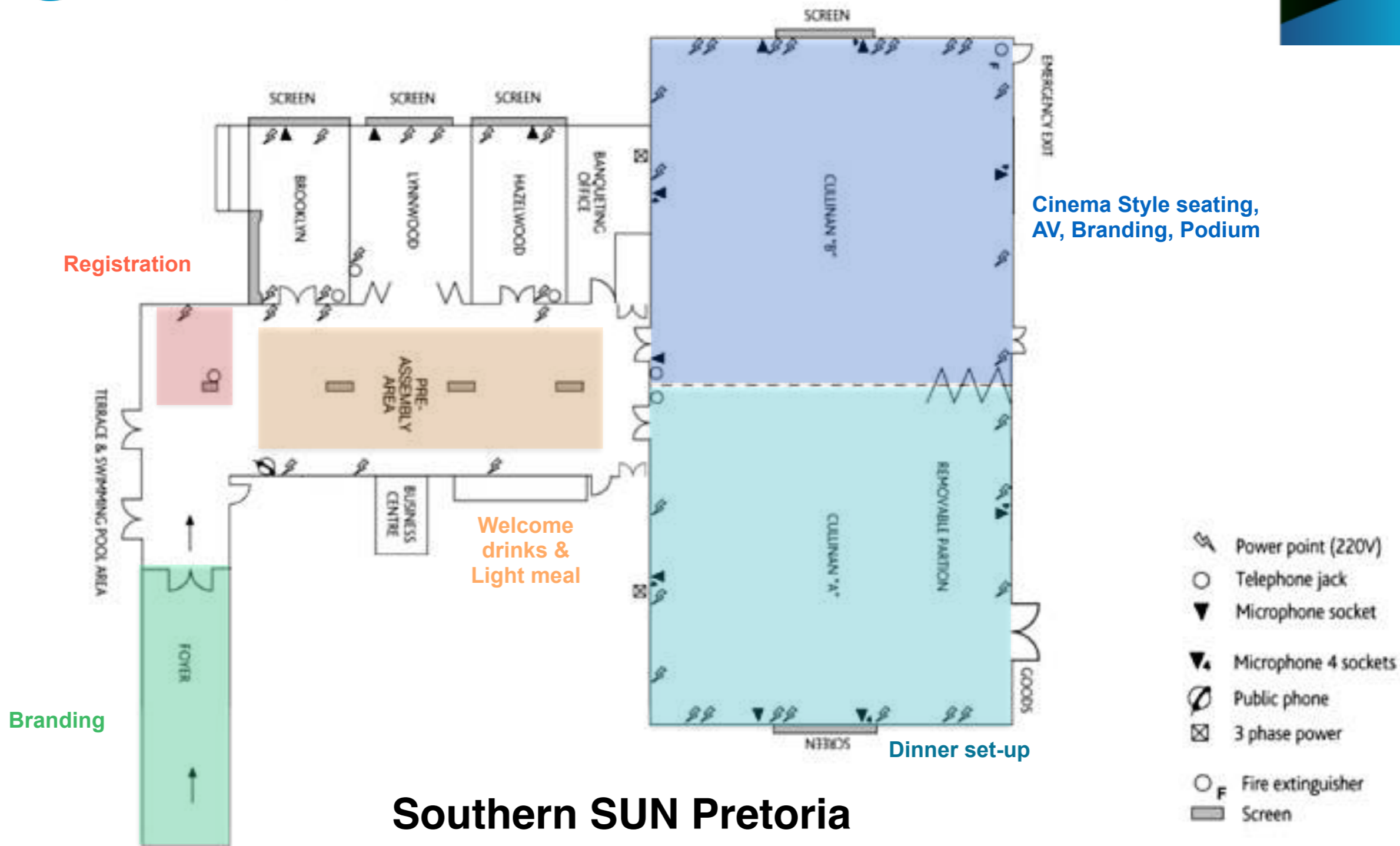
# Production Schedule:

Time	Task
09:00	From 09h00 Technical Production loads in, stage, audio, Audio Visual, and Cameras, into <b>Cullinan B</b> .  Team sets up branding.  Decor, to be set-up as required.  The hotel sets up chairs, cinema-style, into <b>Cullinan B</b> .  The hotel sets up tables and chairs for registration in the pre-assembly area.
15:00	At 15h00 a sound-check/AV test will be done with the speakers, by Technical.  (Cullinan A remains unavailable to us until 18h00)
18:00	Decor, hotel banqueting services, and hotel kitchen, load into <b>Cullinan A</b> .
19:00	Registration and Reception with “substantial” cocktail food.
19:30	Official programme begins Doors.
21:00	Cullinan A is opened for dinner.



Africa Economic Expansion Summit

# Floor Plan:



## Southern SUN Pretoria





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# Guest Experience & Running Order of Events:

Time	Task
18h30	MC Arrives at 18h30 (MC tbc)
19h00	Guests enter via the lobby passage at 19h00 for 19h30  They register as they get into the pre-assembly area  Beyond the registration point, a substantial appetizer and welcome drinks will be served
19h30	At ±19h30 the guests will be invited to enter Cullinan B for the formal elements of the evening's activities
21h00	When the formalities are completed at approximately 21h00 the partition between Cullinan B and Cullinan A will be opened and guests will be invited to network and have a more substantial, but still cocktail-ish, meal served from food-stations in Cullinan A



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ISIFUNDAZWE SAKWAZULU-NATALI





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# Menu:

## Arrival Canape Menu

Canapés station for welcome  
Smoked salmon on toasted rye bread  
Halloumi cheese and butternut skewer  
Roast rare lamb loin topped with minty cream  
Smoked chicken and avocado kebabs

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## Coacktail Menu

Build your own Italian Style Station

Assorted greens, olives assorted, pepper dews, grilled artichoke hearts, grilled brinjal, grilled baby marrow, red pimientos, pickle quail eggs, assorted pesto, crispy bacon, prosciutto, salami, cocktail tomato, sliced red onion, sliced peppers, sliced cucumber, croutons, roasted seeds, roasted mixed nuts served with oils, vinegar and dressing

Chilled Cucumber, Avocado and yoghurt soup

Greek salad served in glasses

Sushi in platters



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# Menu:

## Hot selection

Live action Station mobile oven:-Beef Wellington on satire spinach served with red wine sauce  
Lamb kebabs in minty white wine  
Chicken kebabs in sweet chilli and lemon marinade  
Spinach and mushroom quiche

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## Dessert

Live action station Pavlov served with berries  
Crème Brule  
Koeksisters  
Mini milk tar





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# Menu:

## Bar selections

Juices

Soft drinks

Red and white Grapetisers

Appetizers

Local Bar

Beverage Service

17:00 - 18:00

18:00 - 21:00

Banqueting Foyer

Both Alcoholic and Non Alcoholic drinks served





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# Production Schedule:

Time	Task
19:00	Refreshments cocktail meal
19:30	Registration at the foyer photographs
19:50	An announcement for delegate to go into the Briefing Room this room will be class room style with brochures both soft and hard copy a pen and pad on each desk
20:00	Welcome by Dirco
20:15	Deputy Minister of the Dti
20:30	Dr Anna Mokgokong
20:45	Premier Senzo Mchunu
21:00	Vote of thanks
21:05	Dinner

