



27th SASLAW Annual National Conference – 11-12 September 2024 - Aide Memoire – Physical Delegates

Dear Conference delegate,

Thank you for registering for the 27th SASLAW Annual National Conference. For your comfort we have prepared some information which you may find useful.

We look forward to your participation and welcoming you!

1. Venue Information

The venue is the **Coastlands Hotel & Hotel Conference Centre**

329 Umhlanga Rocks Drive, Umhlanga

Contact Number: 031 514 6500

For more please visit the website – <https://www.coastlands.co.za/>

2. Registration Confirmation

An event reminder e-mail will be sent to all confirmed delegates on Monday, 09 September 2024 at 09:00 am. The email will contain an access pass link as confirmation of your registration, please download this information and bring it along to the conference as your confirmation of registration.

Please note that the event is fully booked, if your name is not confirmed on our system, you will be turned away.

3. Community Platform

We highly recommend downloading the My Glue App via the link below to stay on top of all communications! Please remember to sign in with the email that you have registered for the conference.

<https://app.glueup.com/account/login>

4. Access to the SASLAW Conference Community

Access to the SASLAW Community Platform:

- Please use the e-mail that you used for the registration
- You will be directed to the SASLAW General Community Page
- Under “Your Communities” click on the 27th SASLAW Annual National Conference to access the dedicated conference page
- Post, like, share and comment!
- Visit the dedicated top-tier sponsor pages too!

5. WIFI

There will be access to WIFI at the venue. The WIFI password may be obtained from the registration desk/reception and will be sent on the communication apps.

6. Housekeeping

- Please turn your cell phones onto silent
- Restroom facilities will be marked off the registration area
- The SASLAW team will not be able to assist with charging your phones or tablets at the registration area or the office or to keep luggage due to space constraints.

7. Prayer Facilities

Prayer facilities will be arranged.

8. Dress and Weather forecast

Business casual is the accepted dress code for this event. The maximum temperature in Umhlanga for the next few days is forecasted to be around 24^o Celsius and the minimum is 18^o Celsius. General weather indicates cloudy on Wednesday morning with a couple of evening showers.

<https://www.accuweather.com/en/za/umhlanga-rocks/305603/weather-forecast/305603>

9. Cancellation Policy

There will be no refund in the event of non-attendance at the conference. Substitutions may be made.

10. Dietary Requirements

Please do advise on any specific dietary requirements by today, 06 September 2024, this may carry an additional fee.

We look forward to seeing you all at the Conference!

Regards

SASLAW Conference Committee
September 2024

