



SASLAW 25th Conference - 6th and 7th October - Aide Memoire – Physical Delegates

Dear Conference delegate,

Thank you for registering for the [25th SASLAW Hybrid 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. Map and Address of the venue

The venue is the “**The Capital on The Park**”, 101 Katherine Street Sandton.

For more please visit the website - <https://thecapital.co.za/park/>

2. Registration Fee

It is essential that the registration fee is paid **BEFORE the conference**. If you have any issues with this, please email me. You will only receive your SWAPCARD login upon payment.

3. MyPlanner Virtual App

We **highly recommend downloading the conference virtual app from the app store before the event.**

The SASLAW National Conference is available on the official Swapcard mobile app where you will be able to access important delegate, speaker and sponsor information and also have access to the conference program and all communication feeds.

Follow the links to download in the [Google Play Store](#) or in the [App Store](#).

This will allow you access to the virtual platform from your phone where you will be able to view the full days programme, interact with online delegates and take part in the wonderful promotions and competitions from our sponsors.

4. WIFI

There will be access to WIFI in the hotel. The WIFI password may be obtained from reception and will be sent on the communication apps.

5. SASLAW Celebrates 25 years! Shooting for the Stars Competition

SASLAW is celebrating 25 years of promoting and delivering the advancement of labour law. We recognize the dedication of the labour law community and to extend our gratitude we invite you to celebrate!

Scan the QR Code or follow the link to the virtual photo booth. Take a picture of your participation in the conference or celebrations with SASLAW and upload it to social media using **#SASLAWis25 & #SASLAW** and tell us why you love SASLAW!

For more information:

<https://saslaw.glueup.com/event/saslaw-celebrates-25-years-shooting-for-the-stars-photo-competition-64326/>

To enter:

<https://virtual.simplebooth.com/NoxeTrCe3ab8-saslaw-photo-booth>



Winners will be announced over the conference days.

Stand a chance to win prizes worth over R10 000 sponsored by SASLAW partners.

- Free attendance to the Global Business Solutions Annual Conference or
- Free attendance to the 38th SALLR ANNUAL SEMINAR - standard registration or
- A R2500.00 JUTA Book Voucher or
- Net florist & Exclusive Books Vouchers

Join in our bit of fun and send in your pictures now! T's & C's apply.

6. **Housekeeping**

- Please turn your cell phones onto silent
- Bathrooms are just off the reception area
- Conference papers and presentations will be loaded onto the virtual platform. You will be emailed your login from swapcard.com. Please check your junk mail folders.
- The SASLAW team will not be able to assist with charging your phones or tablets at the registration area, or to keep luggage due to space constraints.

7. **Refreshments & Agenda**

Kindly follow this link to view the agenda –

<https://saslaw.glueup.com/event/saslaw-25th-hybrid-national-conference-2022-57391/agenda.html>

8. **Mosques in the area**

Unfortunately, a designated prayer room has not been available at the venue this year.

We can advise to use the **Sandton City Muslim Prayer Room** situated in the Protea Wing of Sandton City Shopping Centre. Walk towards Woolworths, turn left towards the Protea Wing. Go up with the escalator or lift to level 7. Exit into the parkage of level 7 through 'Entrance 28'. The Muslim Prayer Rooms are on the immediate right., Pybus Rd, Sandhurst, Sandton.

9. Dress and Weather forecast

Business casual is the accepted dress code for this event. The maximum temperature in Johannesburg for the next few days is forecasted to be around 30 degrees Celsius and the minimum is 17 degrees Celsius.

10. Cancellation Policy

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

11. Dietary Requirements

You will have advised on the registration form if you have any special dietary requirements. This will be indicated on your name tags.

We look forward to seeing you all at the Conference

Regards

**SASLAW Conference Committee
October 2022**

