



African Agenda are MASTERS of conferencing

We have more than ten years of experience and offer expert insight and skills to deliver innovative and meaningful conferences for your organisation.

Whether you are hosting a national or international conference for 100 or 10,000 delegates, African Agenda delivers amazing outcomes by successfully balancing efficiency and personal touch.

## Our team members are skilled experts

With our group of expert and creative professionals, we will work with you every step of the way, acting as your dedicated partner to bring together your tailored conference.

## We are well positioned to provide a comprehensive service offering

With our head office in Cape Town, an office in Johannesburg and an extensive network of suppliers locally and internationally, African Agenda is equipped to meet your every need, from bid preparation to flawlessly executed conferences throughout Africa.

## We are recognised as experts in our industry

We are the only sub-Saharan African company to have met the stringent membership criteria of the International Association of Professional Congress Organisers (IAPCO) and we have also achieved the top accreditation from the Southern African Association for the Conference Industry (SAACI)

## We are committed to sustainability

We are committed to reducing any harmful effects that conference work can have - both in our office and at our conferences - and are dedicated to promoting sustainability. We will work with you to host a healthier, more productive green conference and to create a positive legacy.

## OUR SERVICES

Expertise beyond your expectations

- ☀ Bid Preparation
- ☀ Project Management
- ☀ Budgeting and Financial Control
- ☀ Registration Management
- ☀ Housing Bureau
- ☀ Destination Management
- ☀ Logistics
- ☀ Meeting Architecture
- ☀ Legacy and Outreach Programmes
- ☀ Sustainability
- ☀ Risk Management
- ☀ Sponsorship and Exhibition
- ☀ Conference Technology
- ☀ Creative Social Events
- ☀ Programme and Abstract Management
- ☀ Conference Documentation
- ☀ Marketing, Promotion and Delegate Boosting
- ☀ Event Management
- ☀ Reporting



# Recent Conferences and Accolades



2016 Annual Meeting and General Assembly of the International Association of Professional Congress Organisers

- Cape Town International Convention Centre Cape Town, South Africa
- 76 delegates

“ It was the best meeting we have ever had with your achieving an 89% score, the highest since records began 13 years ago! ...it has put South Africa on the map as far as IAPCO is concerned. ”

Sarah Storie-Pugh, IAPCO



2nd World Seabird Conference

- Cape Town International Convention Centre Cape Town, South Africa
- 600 delegates
- Exhibition

“ The African Agenda team not only provided us support onsite and in the preparation, you became part of our team in delivering a seamless conference. ”

Marischal DeArmond - President, Podium Conference Specialists



WFC 2015 - 14th World Forestry Congress

- Clnkosi Albert Luthuli ICC, Durban, South Africa
- 3637 delegates
- 256 sessions, 250 posters
- 181 satellite events
- 60 exhibitors

“ Within extremely tight time frames, African Agenda pulled this off. The result was a congress that was efficiently run and attendees that left happy and with enhanced impressions of South Africa. African Agenda were superb partners. ”

Trevor Abrahams, Secretary General, WFC 2015



Actuarial Society of South Africa Annual Convention

- Cape Town International Convention Centre, (2008, 2012, 2014, 2016, 2018) and Sandton Convention Centre (2009, 2011, 2013, 2015, 2017, 2019)
- Up to 1373 delegates
- Five streams
- 25 exhibitors

“ The quality of our convention has undoubtedly been enhanced significantly since African Agenda has become part of our team... I recommend them unreservedly. ”

Peter Doyle, Past President, Actuarial Society of South Africa



International Conference on Cancer in Africa for the African Organisation for Research and Training in Cancer (AORTIC)

- Cape Town International Convention Centre, Cape Town, South Africa (2007); Kunduchi Beach Hotel and Resort, Dar es Salaam, Tanzania (2009); Inkosi Albert Luthuli ICC Complex (2013); Palais des Congrès de Marrakech
- Up to 920 delegates
- 80 sessions
- 211 posters

“ I enjoyed working with you and love your passion! ”

Belmira Rodrigues, Managing Director, AORTIC



IFAC 2014 – 19th World Congress of the International Federation of Automatic Control

- Cape Town International Convention Centre Cape Town, South Africa
- 2063 delegates
- 185 posters, 450 sessions

“ Keith Burton, Kristen Tremeer and their team at African Agenda did an excellent job in organising this very complex event. They are very knowledgeable about their field of expertise, and you can trust them to do what they have committed to do in an amicable, friendly and professional way. I therefore have no hesitation at all in recommending African Agenda to anyone interested in hosting an event, big or small. ”

Professor Ian Craig, International Federation of Automatic Control



+27 (0)21 683 2934  
+27 (0)21 683 0816  
info@africanagenda.com

120 Belvedere Road  
Claremont 7708  
Cape Town, South Africa

Suite 231, Private Bag X18  
Rondebosch 7701  
Cape Town, South Africa

www.africanagenda.com @AfricanAgenda AfricanAgenda