

# Registrar Now for



# ACADEMIA GLOBAL EDUCATION FAIRS 2020

**UGANDA**  
21st - 22nd FEB 2020  
HOTEL AFRICANA KAMPALA

**RWANDA**  
24TH - 25TH FEB. 2020  
GALAXY HOTEL KIGALI

**BURUNDI**  
27TH FEB 2020

**ZAMBIA**  
29TH FEB. 2020  
PROTEA HOTEL LUSAKA

## Exhibitor's Info

*This handbook acts as a guide to aid exhibitors' planning to participate at the Academia Global Education Events .*

*It contains important information and details which will need your attention leading up to the fair. Please pay special attention to the forms and submission deadlines.*

*However, if you cannot find the information you need in this manual, please do not hesitate to contact us directly via email*

**events@academiaglobaltd.com**  
or call +256 776 75 2423.

\*Payments or Confirm participation at least 30 days before event dates. Table allocation is done on first come first serve basis.

\*Visa Applications; for all delegates that require visa to the event venues. Delegates should apply at least 30 days before intended travel dates.

\*For all delegates intending to send their promotional material ahead of time, the material should be delivered at the venues of the exhibition or our office address at least 15 days before the scheduled day of the event.

Kindly indicate that the content of parcel is of 'no commercial value' for customs clearance.

ACADEMIA GLOBAL  
Learning Today, Transforming Tomorrow



- Travel**
- Visa**
- Accommodation**
- Meals**
- Ground Transport**
- Caution & Safety**

We recommend air travel to all our event venues.

You can obtain or apply for visa to all countries where we will hold our events online , on arrival and at consulate or embassy in your home country .

Participation fee is **exclusive** of Accomodation & Flight cost. Delegates are required to make their accomodation arrangements.

Participation fee includes lunch and refreshments on event days only.

You can use Uber or Taxi for Ground transport to and from your preferred hotel or our event venues.

Your required take good Care of your property during and after the events.

## EVENT CONTACT PERSON

**KAYINDI RONALD**  
Tel: +256 782 031 985/ +256 706 710 386 | [Ronald@academiaglobaltd.com](mailto:Ronald@academiaglobaltd.com) / [info@academiaglobaltd.com](mailto:info@academiaglobaltd.com) | Skype: kayindi.ronald

## ACCOMMODATION OPTIONS IN EASY REACH OF OUR EVENT VENUES

### HOTELS- UGANDA

- [www.serenahotels.com](http://www.serenahotels.com)
- [www.sheratonhotels.com](http://www.sheratonhotels.com)
- [www.hotelafricana.com](http://www.hotelafricana.com)
- [www.spekehotel.com](http://www.spekehotel.com)
- [www.spekehotel.com](http://www.spekehotel.com)
- [www.imperialhotels.co.ug](http://www.imperialhotels.co.ug)

### HOTELS- RWANDA

- [www.galaxyhotelarwanda.com](http://www.galaxyhotelarwanda.com)
- [www.serenahotels.com](http://www.serenahotels.com)
- [www.millecollines.rw](http://www.millecollines.rw)

### HOTELS- ZAMBIA

- [www.proteahotels.com](http://www.proteahotels.com)

### HOTELS- BURUNDI



**PARTICIPATION FEES DOES NOT include** ACCOMODATION and **FLIGHT** fares



## Secure your VISA

You can obtain or apply for visa online , on arrival and at consulate or embassy in your home country .

**Note;** Each country has its own instruction or immigration procedures when it comes to obtaining visas, carefully read through instructions that apply to your nationality this information can be found on immigration websites , embassy or consulates for the respective country. Checkout links below .

## IMPORTANT WEBLINKS

COUNTRY	IMMIGRATION WEBSITE
Uganda	<a href="https://visas.immigration.go.ug/">https://visas.immigration.go.ug/</a>
Rwanda	<a href="https://www.migration.gov.rw/">https://www.migration.gov.rw/</a>
Zambia	<a href="https://www.zambiaimmigration.gov.zm/">https://www.zambiaimmigration.gov.zm/</a>
Burundi	<a href="http://www.gov.bw">http://www.gov.bw</a>

# PARTICIPATION FEE

## Cost

## Participation Fee is inclusive of the following

**UGANDA**  
21st - 22 FEB. 2019  
HOTEL AFRICANA KAMPALA

1500\$

**RWANDA**  
24th - 25th FEB. 2020  
GALAXY HOTEL KIGALI

1000\$

**BURUNDI**  
27th FEB 2020

1500\$

**ZAMBIA**  
29th FEB. 2020  
PROTEA HOTEL LUSAKA

1500\$

- Working space (2m X 3m) with table and chairs.
- Lunch and morning/afternoon refreshments on exhibition dates only.
- Networking opportunities with other delegates, head teachers and parents.
- Student Data Base. Caters for one participating delegate, for every extra delegate

800+ Walkins per day

ON the SPOT Admissions



Your **BEST PLATFORM** to Recruit, Promote, & meet Potential Parents & Students

After-event followup

FREE students & Parents DATABASE

+256 782 031 985 / +250 780 524 110

Ronald@academiaglobaltd.com / Skype: kayindi.ronald

# PROMOTIONAL CAMPAIGNS

112 TV Adverts



480 Radio Mentions & 8 Radio Talk Show



20 Newspaper Adverts



50+ Pull Up Banners in Supermarkets & Malls



10,000+ Flyers

2,000+ Posters

20 Street Banners

Social Media Boosts & Website Promotions



40,000 SMS Blasts



2,000+ VIP Invitations

# PROGRAM OUTLINE

UGANDA			RWANDA		
DAY 1	TIME	DAY 2	DAY 1	TIME	DAY 2
ACTIVITY		ACTIVITY	ACTIVITY		ACTIVITY
Exhibition open to general public	8:30am	Exhibition open to general public	Exhibition open to general public	8:30am	Exhibition open to general public
	10:00am			10:00am	
Lunch Break	12:30pm	Lunch Break	Lunch Break	12:30pm	Lunch Break
Exhibition	2:00pm	Exhibition	Exhibition	2:00pm	Exhibition
Close Exhibition	4:30pm	Close Exhibition	Close Exhibition	4:30pm	Close Exhibition

BURUNDI		
DAY 1	TIME	
ACTIVITY		
Exhibition open to general public	8:30am	
	10:00am	
Lunch Break	12:30pm	
Exhibition	2:00pm	
Close Exhibition	4:30pm	

ZAMBIA		
DAY 1	TIME	
ACTIVITY		
Exhibition open to general public	8:30am	
	10:00am	
Lunch Break	12:30pm	
Exhibition	2:00pm	
Close Exhibition	4:30pm	