## CONFERENCE CENTRE

**Dear Valued Guest** 

Transport between O.R. Tambo International Airport and Kopanong Hotel and Conference Centre on the day of arrival and on your departure, is available on a complimentary basis, for one (1) trip per stay only, for hotel residents. There is a nominal charge of R180.00 per person, one way for non-residents or guests wishing to visit the airport retail facilities.

Kindly note that the shuttle bus seats a maximum of 13 persons at a time, if a group consists of more than 13 persons, more than one trip will be required and the R180.00 per person charge will apply for each trip.

The designated boarding area is situated behind the Inter-Continental Hotel. In order to reach this area, make your way to the Car Rental Parkade on the opposite side of the road, approximately midway between International and Domestic Arrivals (turning to your left as you exit the International Arrivals hall and to your right from Domestic Arrivals). On entering the parkade, all car rental companies will be on your left-hand side. Follow the sign that indicates Coach and Bus Terminus. Exit at the last door on your right-hand side and follow the pathway to the terminus.

The white quantum bus is identifiable by the *Kopanong Hotel* logo on the side of the vehicle.

The shuttle service operates from **06h00-23h00** and collects guests on a request only basis; in accordance with flight details received. The return shuttle departs from Reception on the half an hour, every hour i.e. 16h30, 17h30, 18h30. Kindly note all transport required must be booked 48hours prior to check in date. Kindly forward all flight details to <u>clinton@exclusivecharters-sa.co.za</u> and /or <u>leeanneb@kopanong.co.za</u> and/or <u>roberts@kopanong.co.za</u>

Between **<u>23h00 and 06h00</u>** the shuttle service operates on a **request basis only**. The R180.00 per person charge will apply for each trip. All after hours shuttle service must be booked 48 hrs priors to check in date.

The hotel offers a **"Meet and Greet" personalised service at R180.00 per person.** The hotel porter will collect you from inside the airport with the personalised service. If you wish to book this service, please indicate accordingly by email to <u>clinton@exclusivecharters-sa.co.za</u> and /or leeanneb@kopanonf and/or <u>roberts@kopanong.co.za</u>

If you have any queries, please contact Clinton Alberts 083 231 1798 or Kopanong Hotel reception (011) 749 0000.

We look forward to welcoming you.

**Kind Regards** 

**Robert Simango** Front Office Manager Leeanne Berman Reservations

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