



NAMA 2026 CONFERENCE SPONSORSHIP PROSPECTUS

MAIN SPONSOR

Cost | R90 000 (Excl VAT) – One opportunity still available

General Benefits

1. Three (3) sponsorships are available in this category.
2. Advertising insert (provided by the sponsor and at their own cost) will be placed in the conference goodie bag.
3. Sponsor's logo will be displayed on the NAMA conference website with a link to the sponsor's website.
4. Acknowledgement by the Master of Ceremonies during the conference.
5. Sponsor's logo listed in the acknowledgement list in the conference App and the conference programme.

Exclusive Benefits to this Sponsorship

1. Four (4) complimentary tickets to attend Day 1 and Day 2 of the conference. Please complete a delegate registration form to register for free attendance.
2. Four (4) complimentary tickets to attend the Gala dinner.
3. Four (4) complimentary tickets to attend the Cocktail event.
4. One (1) banner on the conference App. Sponsor to provide the content in time as requested by NAMA.
5. Sponsor's name and logo on App and programme.
6. Twelve (12) months of advertising in the NAMA Newsletter following the conference. Sponsor to provide the content.
7. Sponsor's logo on delegate identification tags.
8. 30-Minute presentation at the conference. Allocation of scheduled time slots will be at the discretion of NAMA.



9. Twelve (12) placements on the NAMA social media platforms following the conference. Sponsor to provide the content.
10. One (1) Free Exhibition Space (Single 3 m x 3 m), which includes two persons to attend to the stand for Day 1 and Day 2 of the conference.
11. Sponsor's signage and branding can be displayed at the Venue for the duration of the event (excluding the Cocktail Event and Gala Dinner).
12. A short promotional video will be required of less than 1 minute to be used during the conference by NAMA.

AV & ELECTRONIC SYSTEMS SPONSOR

Cost | R60 000 (Excl VAT) – Opportunity Taken

General Benefits

1. One (1) sponsorship is available in this category.
2. Advertising insert (provided by the sponsor and at their own cost) will be placed in the conference goodie bag.
3. Sponsor's logo will be displayed on the NAMA conference website with a link to the sponsor's website.
4. Acknowledgement by the Master of Ceremonies during the conference.
5. Sponsor's logo listed in the acknowledgement list in the conference App.

Exclusive Benefits to this Sponsorship

1. Two (2) complimentary tickets to attend Day 1 and Day 2 of the conference. Please complete the Conference Registration Form to register for free attendance.
2. Two (2) complimentary tickets to attend the Gala Dinner.
3. Two (2) complimentary tickets to attend the Cocktail Event.
4. Six (6) placements of advertising in the NAMA Newsletter following the conference. Sponsor to provide the contents to NAMA.
5. Six (6) placements on the NAMA social media platforms following the conference. Sponsor to provide the contents to NAMA.
6. Sponsor's signage and branding will be displayed at the Venue for the duration of the conference.
7. A short promotional video will be required of less than 1 min to be used during the conference by the organisers.





GALA DINNER WELCOMING SPONSOR

Cost | R50 000 (Excl VAT) – Opportunity still available

General Benefits

1. One (1) sponsorship is available in this category.
2. Advertising insert (provided by the sponsor and at their own cost) will be placed in the conference goodie bag.
3. Sponsor's logo will be displayed on the NAMA conference website with a link to the sponsor's website.
4. Acknowledgement by the Master of Ceremonies during the conference.
5. Sponsor's logo listed in the acknowledgement list in the conference App.

Exclusive Benefits to this Sponsorship

1. The sponsor's signage and branding will be displayed in the designated welcoming area (no marketing material in the main dinner area).
2. The drinks voucher to include the Sponsor's branding.
3. Three (3) placements of advertising in the NAMA Newsletter following the conference. Sponsor to provide the content to NAMA.
4. Four (4) complimentary tickets to attend the Gala Dinner.
5. Three (3) placements on the NAMA social media platform following the conference. Sponsor to provide the content to NAMA.



COCKTAIL EVENT SPONSOR

Cost | R50 000 (Excl VAT) – Opportunity Taken

General Benefits

1. One (1) Sponsorship is available in this category.
2. Advertising insert (provided by the sponsor and at their own cost) will be placed in the conference goodie bag.
3. Sponsor's logo will be displayed on the NAMA conference website with a link to the sponsor's website.
4. Acknowledgement by the Master of Ceremonies during the conference.
5. Sponsor's logo listed in the acknowledgement list in the conference App.

Exclusive Benefits to this Sponsorship

1. The sponsor's signage and branding will be displayed at the Cocktail event.
2. Sponsor's logo will be reflected on the cocktail event invitation.
3. Three (3) placements of advertising in the NAMA Newsletter following the conference. Sponsor to provide the content to NAMA.
4. Four (4) complimentary tickets to attend the Cocktail event.
5. Three (3) placements on the NAMA social media platform following the conference. Sponsor to provide the content to NAMA.
6. Live music entertainment for cocktail guests.
7. The drinks voucher to include the Sponsor's branding.



CONFERENCE GOODIE BAG SPONSOR

Cost | Own expense

General Benefits

1. One (1) sponsorship is available in this category.
2. This sponsorship is only available for service providers.
3. Advertising insert (provided by the sponsor and at their own cost) will be placed in the conference goodie bag.
4. Sponsor's logo will be displayed on the NAMA conference website with a link to the sponsor's website.
5. Acknowledgement by the Master of Ceremonies during the conference.
6. Sponsor's logo listed in the acknowledgement list in the conference App.

Exclusive Benefits to this Sponsorship

1. Sponsor's signage and branding will be displayed with the NAMA Conference logo on the goodie bags.
2. Cost to provide and deliver the goodie bags at the venue is for the sponsor's own cost.
3. One (1) placement on the NAMA social media platform following the conference.



CONFERENCE REFRESHMENT STATION SPONSOR

Cost | R15 000 (Excl VAT) – Opportunity still available for Day 2

General Benefits

1. Two (2) sponsorships are available in this category.
2. An advertising insert will be placed in the conference goodie bag.
3. Sponsor's logo will be displayed on the NAMA conference website with a link to the sponsor's website.
4. Acknowledgement by the Master of Ceremonies during the conference.
5. Sponsor's logo listed in the acknowledgement list in the conference App.

Exclusive Benefits to this Sponsorship

1. NAMA will provide the branding to be placed on the serving areas of the sponsored refreshment break.
2. One (1) company to sponsor the refreshment areas per day.
3. One (1) placement on the NAMA social media platform following the conference.

CONFERENCE GOODIE BAG INSERTS

Cost | R1 500 (Excl VAT)

General Benefits

1. Fifteen (15) sponsorships are available in this category.
2. An advertising insert will be placed in the conference goodie bag.
3. Sponsor's logo will be displayed on the NAMA conference website with a link to the sponsor's website.
4. Acknowledgement by the Master of Ceremonies during the conference.
5. Sponsor's logo listed in the acknowledgement list in the conference App.





Inserts for goodie bags and prizes

1. Sponsor to book the inserts to be included in the goodie bag by **30 September 2026 at 12:00**.
2. Package to be clearly marked as follows for delivery on **14 October 2026**:
National Association of Managing Agents (NAMA)
NAMA Conference 15-16 October 2026
CSIR International Convention Centre, Meiring Naudé Road, Brummeria, Pretoria
Tel: +27 (0)12 841 3884
For Attention: Lizbe Venter
Contact Number: 082 754 1621

The Venue

CSIR International Convention Centre, Meiring Naudé Road, Brummeria, Pretoria.

Disclaimer

1. NAMA has prepared the Information provided in this prospectus to assist the sponsor. While every care has been taken to ensure that the details are correct at the time of issue, NAMA shall not be liable or responsible to any other person, in respect of inaccuracy or omission in the information contained herein, nor shall NAMA be responsible or in any way concerned with any contract or agreement made with any person, firm or company whose services are described herein. NAMA shall not be held liable for any costs or damages from any action based on the information in this prospectus.
2. Signature of the Sponsorship Registration Form implies acceptance of these Sponsor Rules and Regulations and Conditions.
3. NAMA will not accept liability for any loss or damage or injury that may be sustained at the Conference.
4. NAMA reserves the right of admission at the Conference.

Summary of Cost

Sponsorships

Main Sponsorship	- R90 000*
AV & Electronics Sponsor	- R60 000*
Gala Dinner Welcoming Sponsor	- R50 000*
Welcoming Cocktail Sponsor	- R50 000*
Refreshment Station Sponsor	- R15 000*
Goodie bag inserts Sponsor	- R1 500*
Goodie Bag Sponsor	- Own Cost





Exhibitor

Single Exhibitor Stand

3 x 3 m includes 2 staff for 2 conference days only

- R15 500*

Double Exhibitor Stand

3 x 6 m includes 4 staff for 2 conference days only

- R31 000*

Additional staff p/p/p/d

- R3000*

Dietary Requirements p/d

- R500*

Attending the Welcoming Cocktail Event p/p

- R1050*

Attending the Gala Event p/p

- R1900*

Accompanying partner for the Welcoming Cocktail Event p/p

- R1050*

Accompanying partner for the Gala Event p/p

- R1900*

Delegate

Day 1 Delegate

- R3000*

Day 2 Delegate

- R3000*

Welcoming Cocktail Event

- R1050*

Gala Dinner Event

- R1900*

Shuttle Service (City Lodge Hotel, Lynnwood Bridge to CSIR and back to Hotel x 2 days = 4 trips)

- R500*

Additional Dietary Requirements

- R500 p/d*

Note

*Excluding VAT

Please refer to the Conference Registration Form to make your booking.

Invoicing

1. All prices quoted are excluding VAT.
2. An official NAMA Invoice will be issued upon receipt of a signed Sponsorship Registration Form.
3. The invoice is valid for 7 days.
4. Payments are to be made via EFT before **31 July 2026**.
5. Full payment will secure the booking.

Cancellation of Sponsorship

1. All cancellations must be in writing.
2. Cancellations received 90 days before the event will be subject to a 50% refund of the amount paid.
3. Cancellations received 60 days or less before the event will result in no refund.





General Information

1. No two companies with the same business interest may take up the main sponsorship package.
2. Sponsorship applications will be approved on a first-come, first-served basis and on receipt of the completed sponsorship agreement and full payment.
3. NAMA reserves the right to amend the sponsorship prospectus, including the benefits and costs, at any time. Sponsorship agreements already concluded will not be affected.
4. Approval of sponsorships will be at the discretion of NAMA.

NAMA Identification Tag

You will receive a NAMA identification tag on registration at the conference. Your identification tag must always be worn during the conference, as it identifies you as a Sponsor and allows you to gain access. No sharing of identification tags will be permitted.

Parking Facilities

Parking is free at the Venue.

What to Wear

COCKTAIL EVENT:	Semi-formal
CONFERENCE:	Office Appropriate or Dress Your Best
GALA DINNER:	Formal

Smoking, Food and Beverage

The Venue is a smoke-free area. Smoking is allowed in designated areas of the venue only.
No alcohol is allowed to be brought onto the premises.
There will be a cash bar at the cocktail event and the gala dinner.

Lucky Draws

Lucky draws may be provided by the Exhibitors or Sponsors of the Conference. The prize draws will take place during the last refreshment break of each day. No Exhibitor, Sponsor, NAMA Director, or NAMA Staff Member will be eligible to win any lucky draw prizes. If you would like to sponsor a lucky draw, please arrange with the NAMA Team before **30 September 2026**.





Photography/Media

1. NAMA may, at its discretion, choose to capture images, film, broadcast, or record the Conference, or any part of it. By attending the Conference, you grant NAMA an irrevocable licence to use and sub-license the use of your name, voice, likeness, image, and any contribution you make at or to the Conference in all media (whether now known or hereinafter invented) and in perpetuity.
2. You are not permitted to capture images, stream, film, broadcast, or record the Conference without NAMA's express prior approval.
3. All photographs and videos taken at the conference will remain the property of NAMA and will be used according to NAMA.
4. I understand that the media files may be used by NAMA for advertising and promotional purposes for an unlimited period discretion.
5. I hereby waive any right to inspect or approve the finished video or advertising copy or printed matter that may be used in conjunction therewith or to the eventual use that it might be applied.
6. I hereby give NAMA and those associated with the conference the right and permission to use and/or publish and reproduce photographic material, video, and sound recordings of me, in conjunction with my own name.

Programme / Presentations

1. The conference will comprise the following:
 - a. Two full days of conference
 - b. Keynote Speakers
 - c. Motivational Speakers
 - d. Panel Discussion
 - e. Presentations by industry leaders in Community SchemesThe programme also makes provision for ample network opportunities and social interaction where knowledge and information can be shared.
2. Due to unforeseen circumstances, the programme may change. NAMA reserves the right to alter the venue and/or speakers. Any substitutions or alterations will be updated on our website and social media as soon as possible.
3. NAMA reserves the right to cancel an event if enrolment criteria are not met or when conditions beyond its control prevail. Every effort will be made to contact each Delegate/Exhibitor/Sponsor/Presenter if a programme is cancelled. If a programme is not held for any reason, NAMA's liability is limited to the refund of the programme fee only.
4. NAMA is not responsible for any loss or damage because of a speaker substitution, alteration, cancellation, or postponement of the Conference. NAMA shall assume no liability whatsoever if the Conference is altered, rescheduled, postponed, or cancelled due to a fortuitous Conference or unforeseen occurrence that renders performance of the Conference inadvisable, illegal, impracticable, or impossible. For purpose of this clause, a fortuitous event shall include, but shall not be limited to an Act of God; governmental restrictions and/or regulations; war or apparent act of war; terrorism or apparent act of terrorism; disaster; civil disorder, disturbance, and/or riots; curtailment, suspension, and/or restriction on transportation facilities/means of transportation; or any other emergency.





Solicitation Policy

NAMA has a no-solicitation policy covering the conference. To provide a distraction-free environment for our exhibitors, sponsors, attendees, and employees, we do not allow solicitation at our Conference by attendees or unauthorized parties without the express written permission of NAMA. Any person and/or organization found to be violating this policy may be expelled from the Conference with no refunds.

Accommodation & Activity Information

Accommodation is not included in the Conference fee. Each delegate is responsible for their own accommodation booking and cost.

Herewith accommodation information in the vicinity of the Venue:

1. City Lodge Hotel Lynnwood
Lynnwood Bridge, Hilden Road, Lynnwood Manor, Pretoria, 0081
(012) 471 0300

Please advise Reservations at the City Lodge Hotel Lynnwood that you will be a NAMA conference delegate to receive the following negotiated accommodation rates:

Single @ R2 075 pp bed and breakfast

Sharing @ R2 325 per room bed and breakfast = R1 162.50 sharing per person

NAMA Group code: **NAMA2026/CLHL**

2. Accommodation websites:
 - Casa Toscana
 - The Capital Menlyn Maine
 - Maslow Times Square
 - Pierneef's Kraal Guest House
 - The Capital Trilogy
 - Hotel@Hatfield
 - Hudson House Boutique Hotel
 - Garden Court Hatfield
 - Town Lodge Menlo Park



Contact Information

Delegate and Exhibitor Registrations

Vanida Moodley C 083 979 2488 vanida@nama.org.za T (031) 534-3344
Regional Coordinator

Cocktail and Gala Bookings

Zene van de Merwe C 064 770 4876 office@nama.org.za T (012) 567-1556
Administrative Coordinator

Speakers and Sponsors

Lizbe Venter
General Manager C 082 754 1621 gm@nama.org.za T (012) 567-1556

----- 000 -----