



ENTERTAINMENT & CONVENTION CENTRE
VICTORIA FALLS ZAMBIA

Unmatched Convention Facilities at the Falls

The Zambezi Sun Convention Centre offers a conference facility that matches and exceeds many of its size in the world.

The centre, which can sub-divide into four separate areas, offers conference facilities for up to 340 delegates, whose accommodation requirements can be served by the three stars, 212-room Zambezi Sun, and the 173-room 5-star Royal Livingstone Hotel.

The conference centre seats 450 delegates, Theatre style and 340 in Schoolroom configuration. Banquet seating for 300 with dance floor and stage makes for a fine evening. Additional venues include 2 new venues, Tonga & Lozi situated close to the Activity Centre seating 40 delegates Cinema Style, 30 delegates Schoolroom in each venue.

The Zambezi Sun has 2 new boardrooms the Kafue & Luangwa seating 10 and 12 delegates respectively, as well as a Business centre offering Internet, Faxing and Printing facilities from 08h00-23h00 everyday.

The Royal Livingstone offers an Executive Boardroom seating 12 delegates.

Conference venue hire ranges from US\$ 350 (Smaller Venues) to US\$750 (Largest Venues) per room per day, depending on the number of people.

The different seating styles ranges from schoolroom to u-shape seating (Refer to the grid below). All standard conferencing equipment, writing pads, pencils, iced water and sweets are provided at no additional cost.

The following standard equipment is provided at no charge:

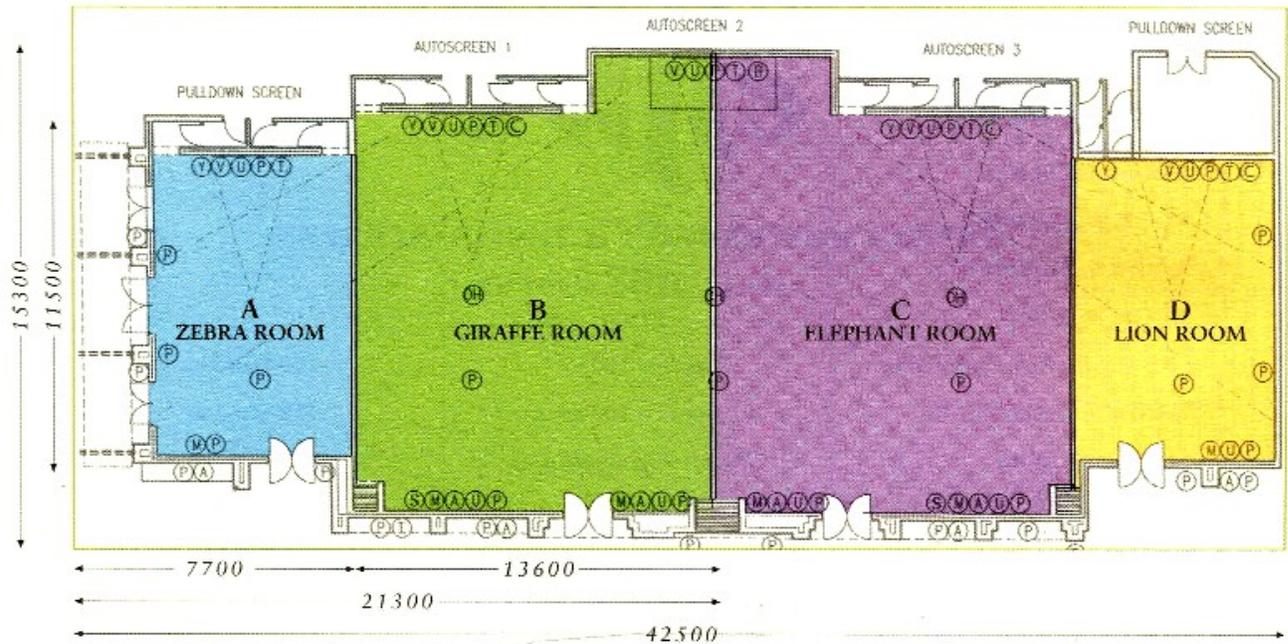
- Overhead Projector
- Podium
- 2 x Flip Chart Easels
- Fast fold screen
- Data Projector is available at an additional cost of US\$275.00 per day.
- PA System is available at an additional cost of US\$175.00 per day.

EQUIPMENT

Please note that if the group is bringing in any specialised equipment or room drops, we will have to get temporary import permits. We would require the following information 14 days prior to the groups' arrival: -

- Full name and description of equipment
- List of Equipment
- Value of each Item
- Serial number of each item
- A letter from the individual stating that the equipment is used and not new and will be brought in and taken out of the country again.
- Exact port of entry and exact port of exit for the equipment
- Please note that gifts are dutiable.

Conference & Banqueting Facilities



SERVICE LEGEND			
A	AIRCON CONTROL	B	BROADCASTING LINE
S	SOUND BOX LIGHT BOX	M	MICROPHONE JACK
T	TELEPHONE POINT	P	PLUG - STANDARD 3 SOCKET POINT
U	EMERGENCY (UPS) FOR COMPUTER INPUT	C	SCREEN ACTIVATOR
Y	POWER SYSTEM AND SPOTS - 3 PHASE	V	TV AERIAL POINT
	POWER POINT & SPOTLIGHT PANEL		
	CONTROL POINT		

	BANQUET STYLES				
	BANQUET			DINNER DANCE (WITH BAND)	
	ROUND TABLES		SPRIG TABLES	ROUND TABLES	SPRIG TABLES
	SERVED	BUFFET	SERVED	SERVED	SERVED
A+B+C+D	400	240	432	360	312
A+B/C+D	200	120	216	180	156
A/D	60	40	48	60	48
B/C	140	80	168	120	108

STYLE	MEETING STYLES						
	ROOMS						SUB-TOTAL
A	B	C	D	SUB-TOTAL			
SCHOOLROOM	45	126	171	126	45	171	342
BOARDROOM	30	40	N/A	40	30	N/A	N/A
CINEMA	60	165	225	165	60	225	450
U-SHAPED	29	42	N/A	42	29	N/A	N/A

	ROOM DIMENSIONS				
	ROOMS				
	A	B	C	D	TOTAL
DOOR WIDTH	2 000				
	1 538				
	2 300	2 000	2 000	2 000	
DOOR HEIGHT	2 354	3 000	3 000	2 354	
CEILING HEIGHT	3 100	4 865	4 865	3 100	
ROOM LENGTH	7 700	13 600	13 600	7 700	42 600
ROOM WIDTH	11 500	15 300	15 300	11 500	
TOTAL AREA	89 sqm	208 sqm	208 sqm	89 sqm	595 sqm

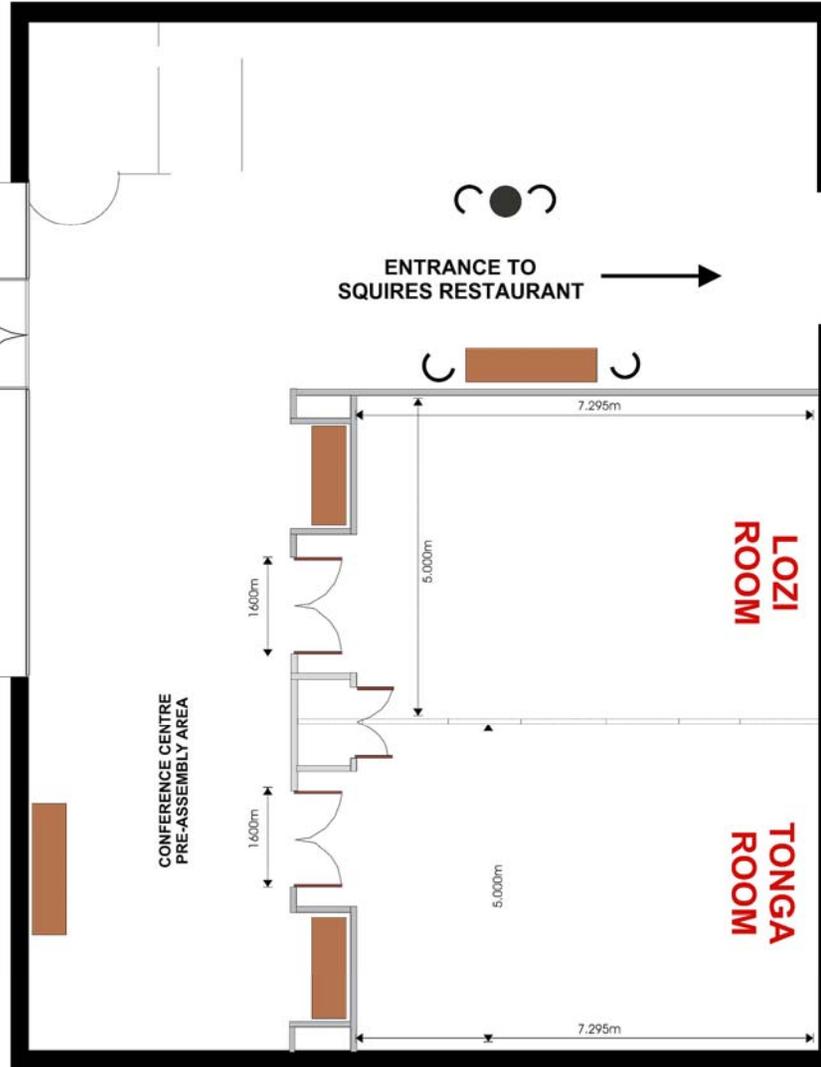


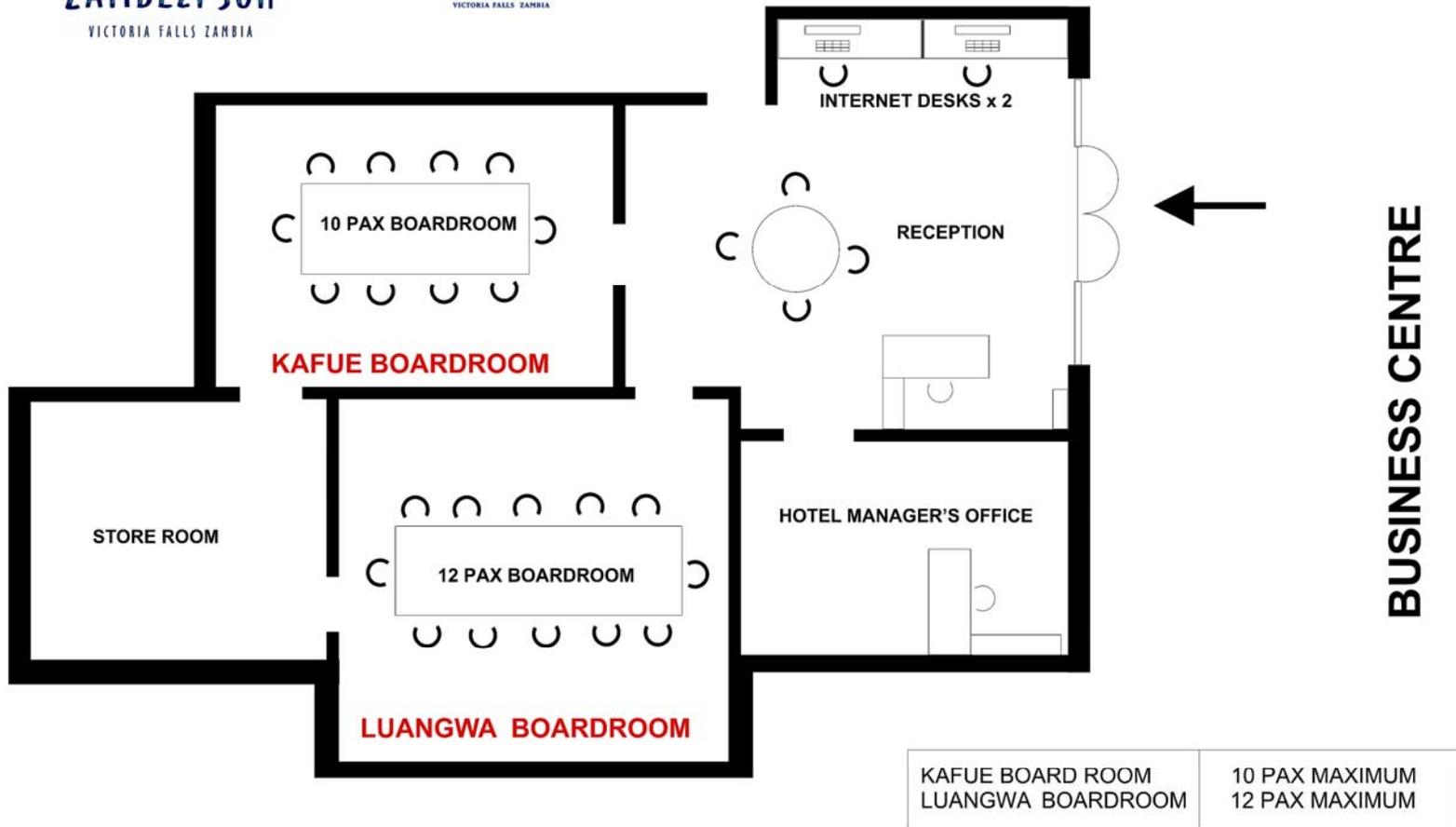
CONFERENCE CENTRE

ENTRANCE TO NEW CONFERENCE CENTRE FROM ACTIVITY CENTRE

ENTRANCE TO SQUIRES RESTAURANT

	LOZI	TONGA
SCHOOLROOM	30	30
CINEMA STYLE	40	40
ROUNDS OF 10	30	30
ROUNDS OF 8	24	24





Catering Venues

Kindly refer to our Menu Price List attached for prices on tea/coffee and themed conference breaks. The menus on this pack are applicable for groups only (note the minimum numbers).

Rates for standard lunch & dinner at both hotels are confirmed in this document below.

All prices are however subject to change without prior notice or notification. Please note that all prices exclude the 10% service fee.

The Zambezi Sun Food Theatre Restaurant

The Food Theatre Restaurant can accommodate 240 guests for scrumptious Buffet experiences. A Full English Buffet Breakfast is served daily from 06h30 to 10h30, whilst Dinner, served from 18h30 to 22h00, offers a truly memorable night full of fun, good times and good food. Dinner is US\$ 36.00 per person excluding service fee.

The Zambezi Sun Pool Deck

To appease hungry appetites, there is an "alfresco" grill located alongside the entertainment area at the pool, and is an ideal location for light lunches. Lunch is US\$ 26.00 per person excluding service fee. The Zambezi Sun Pool Deck is also a charming venue for pre-dinner drinks and nightcaps. Please note that the Pool Deck is a Public Area and may not be privatised for groups.

The Zambezi Sun Convention Centre

The Convention Centre, tastefully decorated in an African theme is ideal for exclusive lunches and dinners. This venue can accommodate up to 300 people for a banquet with buffet or set menus. The Pre-Assembly area situated in front of the convention centre is the perfect location for a pre - dinner drink before a banquet. Various theme dinners are available to groups. Please refer to the menu pack. Please note that a set-up fee of US\$ 10.50 per person is applicable.

Black and White Theme

Décor

- Alternating black and white tablecloths
- Full black and white chair covers
- Lantern on the table as a centre piece with the option of candles or flowers at an additional cost
- Black and white serviettes
- A Variety of Organza Table Covers is also available if a colour theme is required.

West African Market Theme

Décor

- The internal perimeter of the room is surrounded in champagne coloured drapes, with two West African Market backdrops and market stalls on the side of the room that whisk you away to an African Market
- The market stalls are old and rustic with either corrugated iron roofs or colourful clothes.
- Black & White tablecloths and full chair covers are incorporated into the décor.
- Lanterns are the centrepiece with standard Banqueting serviettes

The Zambezi Sun Lawns

An intimate dinner on lush green lawns across from the Zambezi Sun Pool Deck, with a skyline of twinkling stars, provide an unforgettable dining experience. Menu options include both Buffet & Various Set menus are available. Please refer to the menu pack for these options, we are able to re-engineer menus according to the groups size. Kindly note, that a set-up fee of US\$10.50 per person is applicable.

Crocodile Café

Our delightful open-air café is situated close to our Activity Centre, open everyday from 08h00 until 18h00, offering a variety of sandwiches and light meals.

The Kingfisher Braai Site

A brand new site situated next to the bird hide, enclosed by Matepe poles, it has a private bar and overlooks it's very own pond with the lilting sound of frogs croaking to each other. The perfect spot for a Private Barbeque or Braai, or possibly even a Bush Dinner.

The Mukuni Boma

An authentic Boma, crafted in traditional Zambian manner, accommodates a minimum of 60 and maximum of 300 people for an unforgettable evening under Crystal African Skies. The Boma is located within the resort, accessible by foot from both Hotels. Traditional entertainment from the Marimba Band to Acrobats, Traditional Beer Brewers to the Sangoma is available on request at an additional cost. The smell of wood smoke, the taste of spit roasted venison and the rumble of drums will capture this magical night under African Skies. Please refer to menu pack for available Boma menus.

The David Livingstone Boma

The David Livingstone Boma is situated alongside the Mukuni Boma on the banks of the river, overlooking the Victoria Falls. This venue offers a private boma experience to groups' minimum of 20 and maximum of 100 people, with traditional African fare prepared on open coal the fires. Please refer to menu pack for available menus. Traditional entertainment from the Marimba Band to Acrobats, Traditional Beer Brewers to the Sangoma is available on request at an additional cost.

The Royal Livingstone Dining Room / Terrace

Enjoy a leisurely breakfast served from 07h00 to 10h30, or alfresco lunch served from 12h30 to 14h30, overlooking the rolling lawns and the mighty Zambezi River. Later on, as millions of tiny silver lights garland the dome of the night sky, join us in the Dining room or on the terrace for dinner. It is here that you will find a combination of olde-world-savoir-faire and contemporary sophistication. À la Carte dinner is served in the dining room. Please note that the Terrace is not privatised for groups however, groups may be accommodated in The Breakfast Room, adjacent to the Dining Room. For groups more than 10 people a set menu option is provided. The Royal Livingstone Dining Room /Terrace can accommodate 160 people in total.

Royal Livingstone Lounge and Sundeck

Traditional High Tea is served in the lounge under the watchful eye of Dr Livingstone himself. As the lengthening shadows bring cool relief, wander down to The Sundeck to take in the grand sweep of the watery horizon burnt gold by the sinking sun, whilst sipping sundowners or pre- dinner cocktails. Please note that the Sundeck is a Public Area and may not be privatized for groups.

Royal Livingstone Lawns Dinner

A private, Colonial-style dinner on lush green lawns along the mighty Zambezi River, with a skyline of twinkling stars, provide an unforgettable dining experience. As we do not offer buffet menus on the lawns, various set menus are available. Please refer to the menu pack for these set menu options. Please note that a set-up fee of US\$10.50 per person is charged.

All White and Black and White Theme

Décor

- Alternating black and white tablecloths
- Full black and white chair covers
- Floating Candles on the table as a centre piece with the option of flowers at an additional cost
- Black and white serviettes
- A Variety of Organza Table Covers is also available if a colour theme is required.

Rain-plan or back-up weather venues

Livingstone has a tropical climate and our rainy season is from the end of October to the end of April, it is essential that all outdoor venues have a secondary venue as rain plan; the hotel will make a final rain plan call at a certain time.

As space becomes quite limited in rainy season the hotel reserves the right to provide an indoor venue at their discretion this is with reference to groups dining in the restaurants or outdoor venues, we are not able to guarantee exclusivity in all cases.

The Royal Livingstone Express - New

Fulfil your romantic fantasy, escape on a late afternoon train journey amidst the untamed natural Zambia bushveld. Sun International is proud to announce the inauguration of the Royal Livingstone Express, a joint venture between Sun International and Bushtracks Africa.

The Royal Livingstone Express is a unique dining experience combining the luxury of Sun International's Royal Livingstone hotel with the charm of rail travel. The train is an all inclusive luxury rail experience rooted in the nostalgia of a bygone era. Passengers travel leisurely as the sun sets. This is a journey into a timeless world of grace, elegance and romance, where the natural splendour will stir your imagination and the luxurious comfort soothes your soul.

This unique luxury rail restoration is an extension of the five-star Royal Livingstone Hotel. The train provides fine wining and dining as you travel through the picturesque Zambezi Valley in Pullman style coaches which have been lovingly restored to their former glory.

The Royal Livingstone Express consists of 5 air-conditioned carriages, 2 dining cars, a club/kitchen car, lounge car, and an observation car and is pulled by either a 10th class No. 156 or a 12th class No. 204 locomotive. One of the dining cars, The Wembley, was built by the Birmingham Railway Carriage and Wagon Company, and went on display in London at the British Empire Exhibition in 1924.

The silver cutlery, crystal glassware and damask linen provide the ideal backdrop to the exquisite cuisine created by the Royal Livingstone Hotel chefs.

The journey begins when you're collected from the Royal Livingstone Hotel at 17h00 and transferred to the old Mulobezi Line Offices, where guests board the immaculate vintage first class Lounge carriage. There are two dining cars with a seating capacity for 92 passengers.