

**MULTI-PARTY NEGOTIATING FORUM
1 AND 2 APRIL 1993**

Telephone (011) 397-1198/99 - Fax (011) 397-2211

Via Telefax: 011-836-8366 / 011-834-1019

Mr C Hani
South African Communist Party

Dear Sir

This letter serves to confirm that the first meeting of the Multi-Party Negotiating Forum will be held on 1 and 2 April at the World Trade Centre, Kempton Park.

The Conference will start at 9:00 on Thursday, 1 April and will probably end not later than 17:00 on 2 April. The Facilitating Committee/Negotiating Council has decided the following:

- 1. That each delegation shall consist of 3 delegates and 2 advisers;
- 2. That each delegation will be allowed a maximum of 5 administrative support staff in their office at the World Trade Centre;
- 3. That each delegation will be allowed a maximum of 4 drivers and body guards.

The names of the members of your delegation and support staff should please be faxed on the attached fax form to the above number before Wednesday 31 March at 10:00.

For more details about the logistical and financial arrangements, please refer to the attached fact sheet. A draft agenda is also attached for your information. If you have any enquiries, please do not hesitate to contact me or Sandy Hutchings (011-3971198).

Kind regards


THEUNS ELOFF
ADMINISTRATION

PARTICIPANT ORGANISATIONS: DELEGATIONS TO THE MULTIPARTY PLANNING CONFERENCE: CONTACT DETAILS

Kindly complete the attached form and return it to the multiparty planning conference offices as a matter of urgency and no later than 10h00 on 31 March 1993, on fax 011-397-2211.

NAME OF ORGANISATION:

CONTACT PERSON:

TELEPHONE NUMBER (W):

TELEPHONE NUMBER (H):

FAX NUMBER:

POSTAL ADDRESS:

PHYSICAL ADDRESS:

NAMES OF MEMBERS OF DELEGATION (verified name spelling):

1.

2.

3.

NAMES OF ADVISERS (verified name spelling):

1.

2.

NAMES OF SUPPORT STAFF (verified name spelling):

1.

2.

3.

4.

5.

NAMES OF DRIVERS & BODYGUARDS (verified name spelling):

1.

2.

3.

4.

● ANY SPECIAL DIETARY REQUIREMENTS OR OTHER SPECIAL REQUIREMENTS OF MEMBERS OF THE DELEGATION (please state name of delegate and nature of requirement):

1.

2.

3.

4.

5.

ONE MEMBER OF YOUR ORGANISATION (ALREADY INCLUDED IN THE SUPPORT STAFF) AS COMMUNICATIONS COMMITTEE MEMBER (this Committee will handle media statements and organise media interviews):

Name:

Phone (w):

Phone (h):

Fax:

These names are urgently required for the purposes of travel and accommodation requirements, registration, catering and security arrangements. If it is necessary to change any of the names, please notify the organisers at the above fax number no later than Wednesday 31 March at 15h00.

THANK YOU