

14 November 2019

**To: Municipal Manager
Chief Financial Officer
Manager Budget
Head of ICT
Manager Revenue
Manager Assets
mSCOA Champion**

Dear Sir/Madam,

Invitation: Munsoft National User Group Meeting

Munsoft hereby cordially invites you to attend the Munsoft National User Group Meeting exclusively for Local Government to be held from the 1st to 3rd of December 2019 at Emperors Palace, in the Gauteng Province.

The Munsoft National User Group Meeting will place an emphasis on the Munsoft product, exciting features, future roadmap and the long-term plan. The various chair persons from each Munsoft Provincial User Group will provide feedback to ensure the National User Group is aware of all discussion and decisions.

If you want to attend the Munsoft National User Group Meeting, please email the delegates' full name, email address, cell phone number and dietary requirements to sales@munsoft.co.za. Once your booking is confirmed with an acknowledgement email from Munsoft, a 100% cancellation fee is applicable to all cancellations after the RSVP date. Your response is highly anticipated on or before the RSVP date of 25th of November 2019. Limited seats are available and will be reserved on a first come first serve basis, however priority will be given to bookings paid in full.

The cost per delegate will be the same as last year, R 9,500.00 (excluding VAT) and is according to the regulation 12 of the Cost Containment Measures.

Cost includes all meals, accommodation and conference fees for the entire duration of the Munsoft National User Group and is broken up as follows:

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| • Conference Day (2 December 2019) | R 2,500.00 |
| • Accommodation and Meals (1 – 3 December 2019) | R 7,000.00 |

Transport to and from Emperors Palace is excluded.

Please contact Mr. Pakamisa Mpuzi for further enquiries.

Yours sincerely,

**Ndiafhi Rerani
Director**

MUNSOFT

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