



THE PRESIDENCY
REPUBLIC OF SOUTH AFRICA

UNION BUILDING TOUR APPLICATION FORM

NAME OF THE SCHOOL/ORGANISATION		
ADDRESS		
PROVINCE		
CONTACT PERSON		
CONTACT NUMBERS		
E-MAIL		
PROPOSED VISIT DATE		
NUMBER OF LEARNERS/PARTICIPANTS		
DISABILITY ACCESS NEEDED	YES	NO
PURPOSE OF THE VISIT		

TERMS & CONDITIONS

1. Requests must be made 30 days before the proposed date of visit.
2. Requests must be made by the school/organisation.
3. Request letters must be signed by the head of the school/organisation.
4. The school/organisation must attach to the request letter a full list of visitors and their details (Name, Surname and ID Number)
5. Guided tours are conducted on weekdays (Monday to Friday) between 10h00 and 15h00
6. Schools/organisations must adhere to their allocated time slot for the tour/visit
7. No bad/unruly behaviour by the school/organisation or any member thereof, will under any circumstances be tolerated
8. The Presidency reserves the right to cancel or cut short a tour/visit should circumstances dictate such.

Enquiries:
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