



16TH ADVOCATES AFRICA CONFERENCE

12 - 17 AUGUST 2025 | KIGALI CONVENTION CENTRE

KIGALI - RWANDA

"We are the pleasing aroma of Christ"
2 Corinthians 2: 14-17 (NIV Version)

INFORMATION NOTE

REGISTRATION DETAILS

Standard Registration Fee: USD 250

SPECIAL RATES:

- USD 200 for accompanying spouse (non lawyer)
- USD 200 for Students, Interns & Pupils



SCAN TO REGISTER

+254 716 810 254 / +234 802 357 1286

convocationkigali2025@gmail.com

**CLICK
TO REGISTER**



1. DATES AND VENUE

The 16th Advocates Africa Convocation will be held from 12th to 17th August 2025 at the Kigali Convention Centre, Kigali Rwanda

Location

Kigali Convention Centre is located at:
Kimihurura Roundabout
Near The airport and city center
Kigali, Rwanda

KCC on map [Click here](#)

2. REGISTRATION

Registration for the 16th Advocates Africa Convocation will be done through the Conference Webpage link <https://www.africaevents.rw/>

What is included in registration fee?

Apart from Access to the conference sessions, Conference materials and certification it also covers coffee breaks and Lunch only for 13th - 15th August 2025 as well as the Welcome Reception and the gala dinner.

ACCREDITATION

Upon completing the registration process, attendees will receive a confirmation email. This email will include a link to access your digital badge, which serves as proof of your registration.

Please note: Attendees are required to pay the registration fee to finalize their participation. Once the payment is processed, a confirmation message containing the link to your digital badge will be sent via email.

Additional conference materials, including the event agenda and other relevant information, will be provided via email prior to the conference to ensure you are well-prepared.

3. VISA FORMALITIES

From 1st Jan 2018, Nationals of all countries receive visa on arrival at Kigali International Airport and all land borders.

Visa Policy Overview

- Visa on Arrival: Nationals of all countries are eligible to obtain a visa upon arrival at Kigali International Airport and all land borders.
- Visa Fee Waivers: Citizens of countries that are members of the African Union, Commonwealth, and La Francophonie are granted a visa upon arrival and are exempt from visa fees for a stay of up to 30 days.
- East African Community (EAC) Nationals: Citizens of EAC member states receive a pass/entry visa free of charge upon arrival for a stay of up to six months.
- For more info visit: <https://www.migration.gov.rw/visa>

4. ACCOMMODATION

The Convocation will bring together approximately 350 participants from 43 African countries.

You may contact the hotel directly by e-mail or telephone to make your own booking and the Commission is also available to assist with hotel reservation, where necessary.

All participants (sponsored and non-sponsored) will be responsible for all other costs, such as room service, meals, telephone and fax bills, use of the mini-bar, and laundry. Kindly ensure that you settle your bill with the hotel before your departure.

MATRIX OF PROPOSED HOTELS FOR PARTICIPANTS

No.	Name of Hotel	Negotiated Rate (XOF)	Hotel Rating	Address and Contacts
1	Beausejour Hotel	\$50 per night	Standard	KN 5 RD, Kigali-Rwanda 10 Mins drive from Kigali Convention Center, Close to Kigali Heights and Amahoro National Stadium. Tel: +(250) 788 388 885 Email: reservations@beausejourhotel.rw
2	Classic Hotel	\$50 per night	Standard	SONATUBE 4Km Distance to KCC Address: KN 3 Rd, Kigali Tel: +250 788 352 046
3	Diplomat hotel	\$50 per night	Standard	Kimihurura 500m Distance to KCC Address: 2 KG 566 St, Kigali Tel:+250 0782 083 001 www.diplomathotelbooking.com
4	Solace Ministries Guest House	\$45 per night	Standard	1Km Distance to KCC KG 563 St, Kigali Tel: +250 788 851 512 Email: info@solaceguesthouse.com
5	Lemigo Hotel	\$150 per night	Standard	500m Distance to KCC KG 624 St, Kigali, Rwanda Tel: (+250) 784 040 924 Email: info@lemigohotel.com
6	DT Ten Apartment	\$25 per night	Standard	3.5Km Distance to KCC
7	Centre D'Accueil Hosana	\$40 per night	Standard	1Km Distance to KCC KG5 av 31 KG 694st Tel: 0782 182 371

8	Highlands Apartments	\$120 per night	Standard	3Km Distance to KCC Highlands, Hotels and Apartments 12 KG 383 St, Kigali, Rwanda Tel: +250 784 212 566 / +250 788 350 500 Email: info@highlandsapartments.rw
9	Five to Five Hotel	\$70 per night	Standard	4Km Distance to KCC KG 213 Street 74, Remera - Kigali Rwanda Tel: +250 784 936 392 Email. info@fivetofivehotel.com
10	Comfort Kigali Apartment	\$50 per night	Standard	4Km Distance to KCC KK206; Gate9, Kigali Tel: +250782 254 569
11	Ezra Boutique Hotel	\$90 per night	Standard	500m Distance to KCC KG 622 Street Kigali, House No 11 Rwanda Tel: +250 789 031 800 & +250 789 862 228 ezrahotel2019@gmail.com
12	Amora Apart Hotel	\$100 per night	Standard	6Km Distance to KCC Kigali, Rwanda Kibagabaga, KG 527 St Tel: +250 788 765 032 Email: info@amora.rw
13	Radisson Blu Hotel Kigali	\$250 per night	VIP Accommodation	Conference venue Tel: +250 252 252 252 Tel: +250 252 253 253 kcc.kigali@radissonblu.com
14	Kigali Serena Hotel	\$150 per night	VIP Accommodation	6Km Distance to KCC KN 3 Avenue, Kigali, Rwanda Tel : +250 788 184 500 Tel: +250252597101 Email: kigali@serenahotels.com
15	Kigali Marriott Hotel	\$150 per night	VIP Accommodation	5.8 Km Distance to KCC KN 3 Avenue, Nyarugenge District, Kigali, Rwanda Toll Free: +250-222-111 113

Most of the hotels in Kigali offer taxi services for their guests upon request for pick up or drop off at the airport. These services can be arranged directly through the

hotel reception or concierge desk.

Delegates are responsible for arranging and covering the costs of their own travel to and from the conference venue

At Kigali International Airport, Taxis are readily available 24/7 for pick up to the Hotel

For assistance with hotel reservations, please contact HITABABYAYE Jean Pierre at 0788485648, Email: jhitababyaye@gmail.com

Restaurant Dining Costs

- **Inexpensive Meal:** A basic lunch or dinner at a budget-friendly restaurant typically ranges from USD 3 to USD 7.
- **Mid-Range Three-Course Meal for Two:** Dining at a mid-range restaurant can cost between USD 22 and USD 50, depending on the establishment and menu choices

Café and Beverage Prices

- **Cappuccino:** Enjoying a regular cappuccino at a café cost around USD 2 to USD 5.
- **Soft Drinks:** A 12 oz bottle of Coca-Cola or Pepsi is priced between USD 1 and USD 2.
- **Bottled Water:** A 1.5-liter bottle of water typically costs between USD 0.5 and USD 2.

5. WELCOME RECEPTION AND GALA DINNER

Welcome reception will combine local culture, engaging activities, and personalized touches, your welcome reception in Kigali will leave a lasting impression and set the stage for a successful conference.

Timing: Tuesdays, 12th August 2025, from 7:00 PM Kigali Time to allow attendees to check in and settle in without feeling rushed.

Gala Dinner Schedule

The Gala Dinner is scheduled for the evening following the conference's conclusion:

Date: Saturday, 16th August 2025

Time: 7:00 PM (Kigali Time, UTC+2)

Location: At the Kigali Convention Centre and Radisson blu Hotel

6. DOCUMENTS

Organization team will ensure that participants are well-prepared and can fully engage with the conference experience. By providing the following:

- Registration Instructions
- Conference Invitation Letter
- Conference badge
- Visa Information and Requirements
- Travel and Accommodation Details
- Conference Program and Schedule
- Local Information
- Contact information

7. LOCAL TRANSPORT

Public Buses in Kigali

- **Modern Bus System:** Kigali's public buses are operated by multiple licensed companies, offering increased frequency and coverage across the city.
- **Payment System:** To board, passengers use a "Tap & Go" smart card, which can be purchased and recharged at taxi parks or bus stops.
- **Route Information:** Buses display their routes on digital screens, making it easy for passengers to identify their destinations.

Taxis and Ride-Hailing Apps

- **Traditional Taxis:** Available in major towns, though less common in rural areas. It's advisable to agree on a fare before starting the journey.
- **Ride-Hailing Services:** Mobile Apps like Yego cabs and Move are popular in Kigali, offering convenient booking and fare estimation.

Yego cabs and move Rwanda provide transparent pricing without surge charges. Their fare structure is as follows:

- **Initial Fare:** RWF 1,500 for the first kilometer
- **Subsequent Kilometers:** RWF 600 per kilometer
- **Beyond 30 Kilometers:** RWF 500 per kilometer

8. CURRENCY

The local currency: 1 United States Dollar is approximately 1430 Rwandan franc.



Recommendation:

Following the fact that Exchange rates can fluctuate due to various economic factors. It's advisable to monitor rates closer to your travel date for the most accurate information. Ensure that you use reliable resources

Currency Exchange Services: Consider exchanging currency at official bureaus or banks to ensure fair rates.

Local Currency Needs: While major currencies like USD and EUR are widely accepted, having local currency (RWF) is beneficial for small transactions and in areas where foreign currencies might not be accepted.

9. TAXI SERVICES

N°	Company Name	Standard Taxi Fare Structure	Contact details
1	YEGO Cabs	Base Fare: Approximately \$2.50 USD Per Kilometer: Around \$0.60 USD Waiting Time: Typically 9 USD per hour	9191 (toll-free) or use their mobile app.
2	Move by Volkswagen		Call 1010 or use their mobile app.
3	Kigali 24/7 Taxi		Call +250 725 074 659 or visit https://kigali24-7taxi.com/
4	ATAK Taxis (Sky-Blue Taxis)		24/7 at designated taxi ranks outside the arrivals gate at the Kigali International airport
5	Kimironko Taxi Park		Call +250 784 651 645
6	Cotavoga (Taxico)		Call +250 783 438 292 or email info@cotavoga.co.rw

10. BUSINESS AND SHOPPING HOURS

Public and private Offices: Typically, open from 9:00 AM to 5:00 PM, Monday to Friday, with a one-hour lunch break.

General Shops: Most shops are open from 8:00 AM to 6:00 PM, Monday to Saturday. Many shops close early on Saturdays and remain closed on Sundays

Supermarkets and shopping malls: These establishments often have extended hours and may remain open 7 days a week, including Sundays

Delegates may seek further advice from their hotels on the nearest shopping facilities.

11. LANGUAGE

English and Kinyarwanda are the official languages in Rwanda.

12. LOCAL TIME

Kigali operates on Central Africa Time (CAT), which is UTC+2.

13. WEATHER

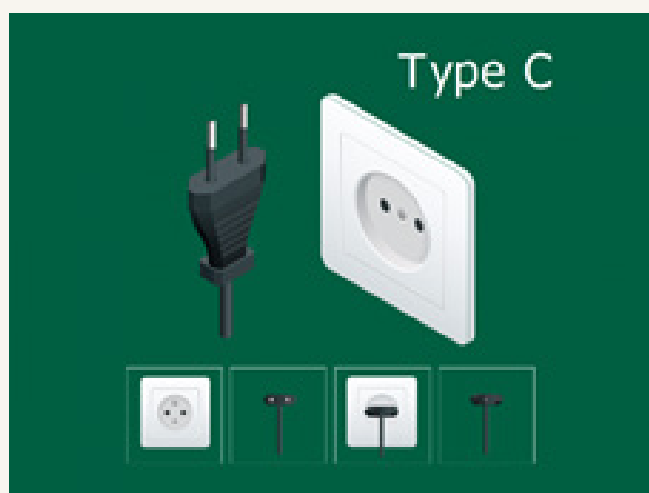
August is characterized by clear skies, comfortable temperatures, and minimal rainfall, making it an ideal time for outdoor activities, sightseeing, and exploring Kigali's attractions. This makes it one of the most comfortable months to visit Kigali.

Temperature

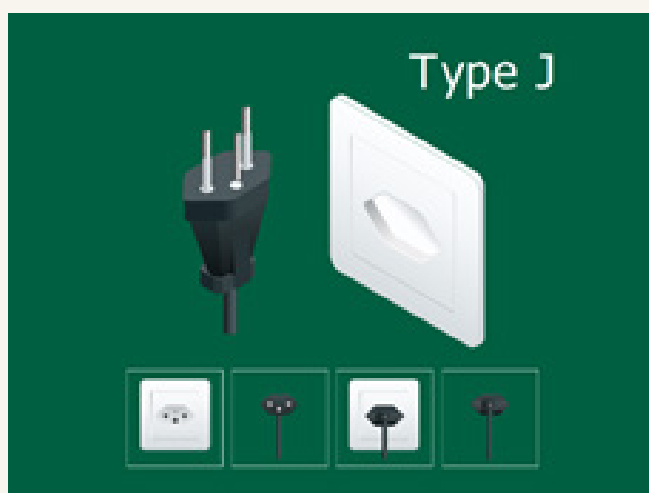
- **Daytime Highs:** Around 26.8°C (80.2°F)
- **Nighttime Lows:** Approximately 16.3°C (61.3°F)
- **Average Daily Temperature:** 21.7°C (71°F)

14. PLUGS AND VOLTAGE

In Kigali, the standard voltage is 230V with a frequency of 50Hz. The power plugs and sockets used are primarily of Type C and Type J.



Type C: This is the standard two-pronged plug.



Type J: This plug has three round pins and.

Travel Tips

- **Adapters:** If your devices have plugs that don't match Type C or J sockets, bring a universal travel adapter.
- **Voltage Converter:** For single-voltage appliances, ensure you have a voltage converter.
- **Hotel Amenities:** Many hotels in Kigali provide plug adapters upon request, but it's advisable to carry your own.

15. DRIVING DIRECTIONS

Road Conditions and Driving Tips

- **Road Quality:** Kigali boasts a well-maintained road network, with most major roads being paved. However, some secondary roads may be unpaved or under construction. It's advisable to use a 4WD vehicle if planning to travel to rural areas.
- **Driving Side:** Vehicles in Rwanda drive on the right-hand side of the road. Ensure you're familiar with this if you're accustomed to driving on the left.
- **Speed Limits:** In urban areas, speed limits typically range from 40 to 60

km/h, while on highways, they can go up to 80 km/h. Adhering to these limits is crucial, as traffic violations are monitored and fines are issued accordingly.

- **Traffic Rules:** Seat belts are mandatory for all occupants. Using a mobile phone while driving is prohibited. Always be vigilant for pedestrians, cyclists, and motorcyclists, especially in busy areas.
- **Warning:** In Rwanda, it's imperative to ensure that anyone operating a vehicle holds a valid and appropriate driver's license. Allowing or permitting someone without the proper authorization to drive can lead to serious legal consequences.

16. TOURING & SHOPPING ACTIVITIES

On 17th August 2025, delegates will have the opportunity to immerse themselves in Kigali's vibrant culture through a variety of activities. Whether you're interested in shopping for unique souvenirs, exploring contemporary art, or delving into the city's rich history, Kigali offers a diverse range of experiences to enhance your visit.

17. FOCAL CONTACTS

No.	Name	Area of Responsibility	Email and Mobile No:-
1	Hitababyaye Jean Pierre	Overall Logistics & Hotels	Tel: +250788485648, Email: jhitababyaye@gmail.com
2	Sezikeye Jean Paul	Technical/Working Documents	Tel: +250788440466 Email: sezip001@gmail.com
3	Juves TCHIAMALA	Protocol	Tel: +250788539915 Email: lawyersofhoperwanda@gmail.com

