



For further information, contact the listed numbers



NAMCOL Head Office
Jetu Jama Centre, Katutura
P/Bag 15008,
Katutura

Ms Latitia Mogotsi
Tel: 061 320 5327/3111
Email: financesecretary@namcol.edu.na

2026

Rates

For hiring of Head Office facilities



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RATE CARD

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TYPE OF VENUE	Main Hall	Auditorium (Head Office Only)	Galleries x 3 (Head Office Only)	Kitchen (Head Office Only)	Cream Room (Head Office Only)	Classrooms <ul style="list-style-type: none"> • Windhoek X 5 • Ongwediva X 4 • Otjivarongo X 2
FEES	N\$ 8000.00(Windhoek) N\$ 5000.00 (Regional Offices)	N\$ 3500.00	N\$ 700.00 each	N\$ 2000.00	N\$ 700.00	N\$ 500.00 each
EVENTS	<ul style="list-style-type: none"> • Conferences • Meetings 	<ul style="list-style-type: none"> • Lectures • Presentations • Meetings 	<ul style="list-style-type: none"> • Meetings • Break-away rooms 	<ul style="list-style-type: none"> • Cooking • Serving 	<ul style="list-style-type: none"> • Meetings • Presentations • VIP Launch 	<ul style="list-style-type: none"> • Lectures • Exams • Presentations
CAPACITY	<ul style="list-style-type: none"> • 500-600 without tables • 300-350 with tables • 80 - 100 Regional Offices 	<ul style="list-style-type: none"> • 120 	<ul style="list-style-type: none"> • 20-25 per room 	<ul style="list-style-type: none"> • 22 	<ul style="list-style-type: none"> • 20-25 	<ul style="list-style-type: none"> • 35 per class

Equipment installed and available in the different venues:

- Hall with projector, screen, podium, aircon and 500 Chairs.
- 3 x Gallery rooms with build-in speakers, aircon, tables and chairs.
- Auditorium with projector, aircon and screen
- Kitchen, 3 x fridges, stove/oven, microwave and cupboards.
- Cream Room with build-in speakers, projector, screen, aircon, tables and chairs.
- 5 x classrooms with build-in speakers, projector, screen, 35 x desks and 35 x chairs each.
- Parking is available at the back and front of the hall.

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