

Dear Institute Representative,

I hope this email finds you well.

We are delighted to announce that, following the resounding success of this year's 2<sup>nd</sup> annual Career XPO, we will be hosting the event again in 2026!

**Thus, we invite you to join us for next year's Career XPO, which will be on:**  
**Wednesday, March 18, 2026.**

The Career XPO program will again be a full day event which will be divided into a morning session and an afternoon session:

- **Morning Session:** Schools from East London can book specific time slots to attend the XPO based on grade levels.
- **Afternoon Session:** This short session will be open to the general public in East London & surrounds – free of charge.
- We will finalise the exact timings closer to the event date, but we anticipate starting around **8:30 AM** and concluding by **4:00 PM**.

Please note that a participation fee of **R500** is required to secure your exhibiting space. This fee covers the following:

- Extensive marketing approaches (Newspaper, digital screens, school visits etc)
- Trestle table & tablecloth
- Tea table (snacks and refreshments)
- Lunch (2 + representatives per institution)

*NOTE: We will also be providing each learner with a **drawstring bag** to aid in the collection and handling of any institutional brochures/pamphlets or promotional goodies etc.*

Kindly ensure that payment is made at your earliest convenience, as this will confirm your participation in the event and contribute to the implementation of early marketing strategies.

If you require an invoice for payment, kindly email me directly. Additionally, I request that your proof of payment be forwarded to me: [apeinke@mpsc.co.za](mailto:apeinke@mpsc.co.za).

Please, see banking details in the table below.

Bank	Absa
Account Name	Merrifield Preparatory School and College
Account Number	40-8787-7002
Account Type	Business Cheque Account
Branch Name	East London
Branch Code	632005
SWIFT Code	ABSAZAJJ
Reference:	XPO 2026 + Tertiary Institute Name (e.g. XPO 2026 Merrifield).

Please complete the [Google Form](#) to secure your participation in the 2026 Career Xpo. To ensure your booth is adequately staffed, we recommend sending a minimum of **two representatives**. Your allocated booth space will be approximately 3m x 2m.

Thank you for your consideration; we look forward to welcoming you to the Career Xpo in 2026.

Please note that we will be collecting registrations until approximately February next year. However, should you wish to have marketing exposure, it is advised to register at your earliest convenience.

Your event co-ordinator,

Angela Peinke

[apeinke@mpsc.co.za](mailto:apeinke@mpsc.co.za)