

INCLUSIVE  
FINTECH  
FORUM™ | 10-12  
MAR  
2026

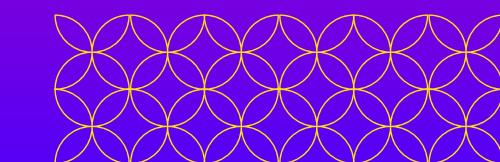
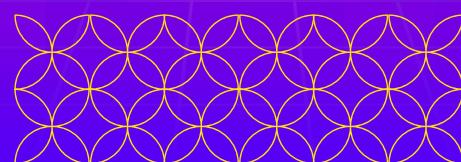
KIGALI, RWANDA

# Delegate Logistical Note

04 February 2026



[www.inclusivefintechforum.com](http://www.inclusivefintechforum.com)



# TABLE OF CONTENTS

1 Welcome note	12 Visa & Entry Requirements
2 Introduction	13 Health & Safety
3 About the Organisers	14 Liaison Officers
4 Sustainability & Green Event Guidelines	15 Accommodation
5 Venue	16 Transportation
6 Media & Communications Protocol	17 Arrival & Departure Protocol
7 Bilateral Meeting Protocol & Room Booking	18 Security
8 VIP Protocol Ranking	19 Kigali Delegate Guide
9 Accessibility & Inclusion Guidelines	20 Recommended Activities in Kigali
10 Program Overview	21 Pre & Post Tours
11 Accreditation	22 Important Contacts

# WELCOME NOTE FROM THE ORGANISERS

Dear Distinguished Delegates,

It is with profound privilege to welcome you to the third edition of the Inclusive FinTech Forum (IFF) 2026.

Since our inaugural gathering in 2023, the Forum has continued to serve as a leading continental platform shaping the future of inclusive finance through innovation, impact, and meaningful connection. This edition marks a pivotal moment, as the Forum continues to position itself as a launchpad where global capital meets innovation across Africa.

Over the next three days, our venues will serve as a nexus for fintech action. Whether discussing the digitalisation of public services or the strengthening of capital markets, our focus remains firmly on tangible outcomes. The Forum has been curated to ensure that policymakers find trusted partners, innovators find pathways to scale, and investors find confidence in Africa's financial ecosystem.

This logistics note has been prepared to support your participation by providing essential information required ahead of and during the event. It is intended to facilitate smooth navigation of the Forum, enhance your overall experience, and ensure you are well informed on key arrangements throughout the programme.

We invite you to engage deeply with the Forum's vibrant ecosystem and to explore the stability, transparency, and innovation that reinforce the Inclusive FinTech Forum as a catalyst for innovation, investment, and financial integration across the continent.

Welcome to the Inclusive Fintech Forum

Organising Committee



Innovating Finance. For Everyone.



NATIONAL BANK OF RWANDA  
BANKI NKURU Y' U RWANDA

# INTRODUCTION

Following the successful second edition of the Inclusive FinTech Forum (IFF) held in Kigali in 2025, the third edition will once again convene global leaders in Rwanda from 10-12 March 2026 at the Kigali Convention Centre (KCC).

IFF 2026 is co-organised by: Kigali International Financial Centre (KIFC), National Bank of Rwanda (BNR), Global Financial and Technology Network (GFTN)

IFF 2026 is expected to host 3,000 delegates from across Africa, Asia, Europe, and beyond, bringing together a diverse community of policymakers, innovators, investors, development partners, regulators, financial institutions, and technology leaders. The Forum will feature global speakers, high-level dialogues, cross-continental collaboration, and a high-profile opening ceremony.

Building on the momentum and impact created during its first two editions, IFF 2026 represents an evolution in scope and ambition. IFF has expanded from a regional event into a global catalyst for financial innovation, convening over 3,000 decision-makers from 82 countries, including 20 central banks, 290 government institutions, 448 FinTechs, and 126 investment firms.

This logistical note provides essential protocol, operational, and practical information for all participants, including accreditation, transportation, media procedures, emergency protocols, accommodation, and general guidance for navigating Kigali.





## ABOUT THE ORGANISERS



### Kigali International Financial Centre (KIFC)

A fast-growing African financial hub enabling international investment and cross-border transactions, with a strong focus on FinTech-driven growth and innovation.



Innovating Finance. For Everyone.

### Global Financial and Technology Network (GFTN)

A not-for-profit established by the Monetary Authority of Singapore (MAS) to advance global financial innovation through technology, partnerships, advisory engagements, and digital platforms.



NATIONAL BANK OF RWANDA  
BANKI NKURU Y'U RWANDA

### National Bank of Rwanda (BNR)

Rwanda's consolidated regulator and supervisor across all major financial sectors, committed to price stability, financial soundness, and inclusive economic growth.

# SUSTAINABILITY & GREEN EVENT GUIDELINES

IFF is committed to delivering a climate-responsible event, aligned with Rwanda's Green Growth & Climate Resilience Strategy. Delegates are encouraged to participate actively in minimizing the event's environmental footprint.

## Delegate Responsibilities

- Use the recyclable water bottles and refill stations available throughout the venue.
- Sort waste using clearly marked recycling, plastic, compost, and general waste bins.
- Limit printing—digital documents, QR-coded programs, and mobile app resources are preferred.
- Avoid single-use plastics, especially packaging materials.
- Opt for low-emission mobility such as shuttles, walking paths, or carpooling.

## Venue Sustainability Features

- Energy-efficient LED lighting and smart climate-control systems.
- Catering prioritizing locally sourced and seasonal ingredients.
- Water-efficient facilities and environmentally friendly cleaning supplies.





## VENUE

IFF 2026 will take place at the Kigali Convention Centre (KCC), one of Africa's leading conference venues and home to world-class events. Located in the heart of Kigali and directly linked to the five-star Radisson Blu Hotel, KCC offers modern, secure, and highly adaptable spaces ideal for global policy dialogues, exhibitions, and innovation showcases.

KCC features a state-of-the-art main auditorium equipped with advanced AV systems, LED screens, and interpretation booths, making it ideal for high-level ceremonies and keynote sessions. The Centre also includes four large Meeting Halls (MH1-MH4), which can be configured for exhibitions, workshops, thematic stages, and technical sessions, as well as multiple breakout rooms and boardrooms perfect for bilateral meetings and private roundtables.

The venue provides high-speed fibre-optic internet, secure Wi-Fi throughout, and built-in broadcast-ready technology to support hybrid participation and live media coverage. Delegates also benefit from modern amenities including cafes, lounges, accessible facilities, and seamless movement between session spaces. KCC adheres to international safety, fire, and health standards, with 24/7 venue security, surveillance, and onsite medical services.

# MEDIA & COMMUNICATIONS PROTOCOL

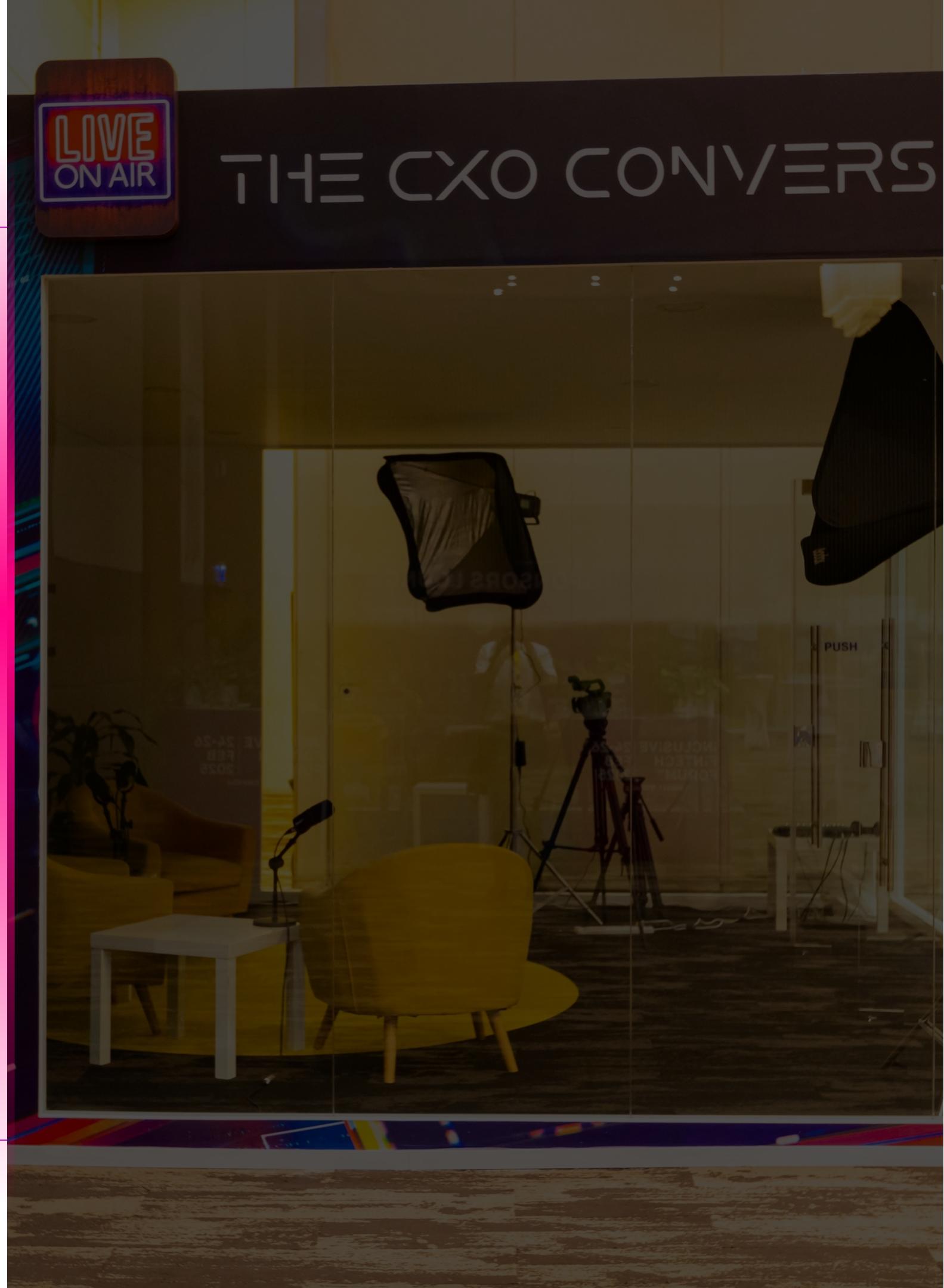
The Inclusive FinTech Forum 2026 welcomes accredited media partners to report on sessions, conduct interviews, and capture content that highlights the event's global impact. To ensure coordinated communication, security, and an optimal experience for delegates and speakers, the following media protocol applies.

## Media Accreditation

- All journalists, photographers, videographers, and crew must be accredited before entering the venue
- Accreditation is processed via the event website under registration
- Accredited media receive a Media Badge, which must be worn visibly at all times
- Access to certain high-level or restricted sessions may require additional clearance

## Interview Requests & Speaker Access

- Priority is given to government leaders, central bank governors, keynote speakers, and sponsors
- Confirmed interviews will take place in designated interview booths or approved areas



# MEDIA & COMMUNICATIONS PROTOCOL

## Press Conferences & Media Briefings

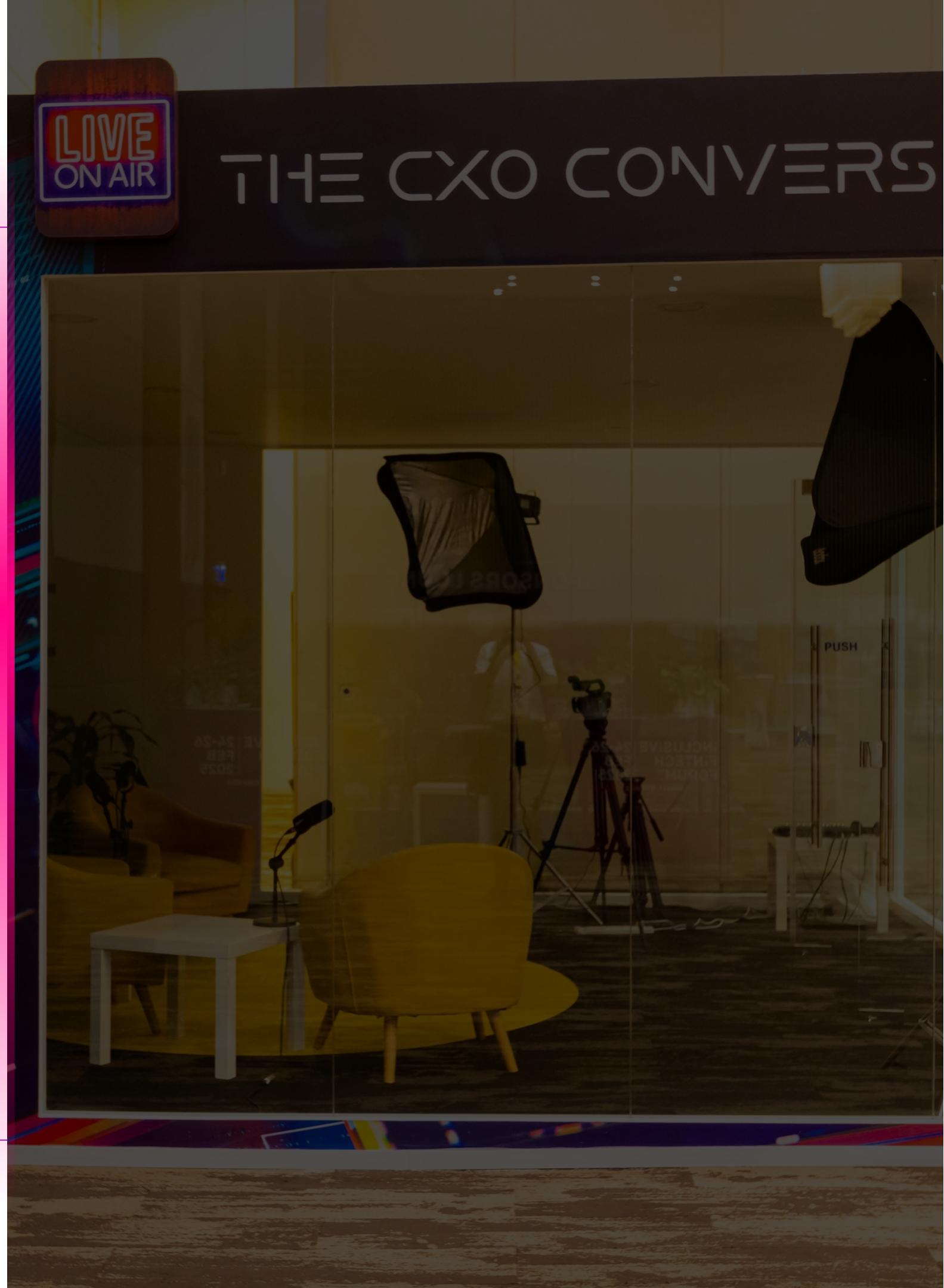
- Scheduled briefings will be announced through the event app and at the Media Desk
- Seating for major announcements is first-come, first-served
- Embargo guidelines (if applicable) will be clearly communicated

## Branding & Content Usage

- Use of IFF 2026 logos, visuals, or branded assets requires approval from the organisers
- Captured content may be published as long as it respects privacy, speaker rights, and editorial standards
- Unauthorized commercial use of IFF or partner branding is prohibited

## Branding & Content Usage

- For interview coordination, permissions, or inquiries:  
[info@inclusivefintechforum.com](mailto:info@inclusivefintechforum.com)





## BILATERAL MEETING PROTOCOL & ROOM BOOKING

Bilateral meetings are a key feature of IFF 2026, enabling high-level engagement among governments, central banks, investors, DFIs, corporates, and innovators. These meetings facilitate policy coordination, partnership development, and investment discussions.

### Booking a Meeting

Delegates may use the meeting lounge for private meetings and dedicated networking areas. Private meetings can be booked using the event app.

Rooms are equipped with:

- Screens and high-speed internet, optional interpretation (requires advance request)
- Writing materials
- Drinking water
- Boardroom or roundtable layouts

Operational Guidelines : Delegates should arrive 5 minutes early. Standard duration: 30 minutes

For booking, please contact: [info@inclusivefintechforum.com](mailto:info@inclusivefintechforum.com)

# VIP PROTOCOL ADVISORY

IFF 2026 follows international diplomatic and event protocol standards to ensure smooth movement, efficient scheduling, and a high-quality experience for senior leaders and distinguished guests. Protocol measures apply across arrivals, seating, speaking arrangements, ceremony flow, and bilateral engagements.

## VIP Support & Protocol Services

To maintain seamless coordination, the event provides dedicated protocol facilitation for the highest-level participants:

- Heads of State / Government
- Vice Presidents / Prime Ministers
- Ministers & Central Bank Governors

These top three categories will each receive a dedicated Liaison Officer responsible for coordinating transport, escorting movement within the venue, managing bilateral meetings, and ensuring adherence to protocol procedures.

## General Protocol Guidance

- VIP movements will be supported by protocol escorts and security teams
- Seating and speaking arrangements will follow established international protocol norms
- Arrival and departure procedures will be communicated in advance to official delegations
- VIPs may receive priority access to bilateral meeting rooms, lounges, and restricted areas.
- Delegation staff are encouraged to work closely with assigned liaison officers to ensure timely coordination

This advisory framework ensures smooth operations, respect for diplomatic standards, and efficient flow of high-level engagements throughout the Forum.





## ACCESSIBILITY & INCLUSION GUIDELINES

IFF 2026 is committed to ensuring an inclusive and accessible experience for all delegates. The Kigali Convention Centre is designed to accommodate diverse needs and provides accessible facilities throughout the venue.

### Accessibility Features

- Wheelchair-accessible entrances, elevators, and ramps
- Reserved seating areas for persons with disabilities in all major halls
- Accessible restrooms available on all levels
- Priority support for delegates requiring mobility assistance

### Inclusive Services

- Interpretation services for selected sessions (advance request recommended)

### Assistance Requests

Delegates requiring specific accessibility support are encouraged to notify the organizers in advance.

# PROGRAM OVERVIEW

Sunday, March 08	Monday, March 09	Tuesday, March 10	Wednesday, March 11	Thursday, March 12
<b>AM</b>  <b>IFF Golf Tournament</b>	<b>Featured event</b> *SSA Central Banks' Gathering	<b>Featured event</b> *Data Protection Workshop	<b>Talent &amp; Careers Forum</b>  <b>Deal Room</b>  Roundtables & Workshops  IFF Evening Wellness Session	<b>Exhibition Stage on Show Floor</b>  <b>Inclusive Instant Payments Track</b>  <b>Forum Stage</b> Global Leaders' Dialogues  <b>Forum Stage</b> Global Leaders' Dialogues  <b>Deal Room</b> Roundtables & Workshops  <b>*VIP &amp; Speakers Dinner</b>
<b>PM</b>			  <b>FinTech Without Borders</b>	    <b>Deal Room</b> Roundtables & Workshops    <b>The Founders Rock - Wrap up party</b>

\* By Invitation Only

**INCLUSIVE  
FINTECH  
FORUM™** | **10-12  
MAR  
2026**

KIGALI, RWANDA

**FORUM™** | **2026**  
KIGALI, RWANDA

## Login

Email

Username

Registration Code

.....

[Forgot Password?](#)



**Event Starts In:**

[Download the agenda](#)

February 2025

All 24 25 26 27

### Fintech Without Borders

Opening MH4

Mon, 24 Feb | 10:30 AM - 10:35 AM **Welcome to FinTech Without Borders**

## ACCREDITATION

All delegates attending IFF 2026 must complete accreditation to access the venue and all official program areas. Accreditation is required for security, protocol coordination, and smooth delegate management.

### Badge Collection

Accreditation badges will be available for collection at the Kigali Convention Centre (KCC), Accreditation desk.

- Dates: 8-12 March 2026
- Time: 09:00-18:00

Delegates must present a valid ID and registration confirmation. Badges are strictly personal and non-transferable.

### Badge Types

Different badge categories will be issued for delegates, VIPs, Government, Industry, media, Organizers, and Crew. Access to session halls, lounges, and restricted zones is determined by badge type.

### Onsite Support

Self accreditation will be available on site and staff will be available to assist with printing issues, badge replacements, or status verification.

Please Register [HERE](#)

**INCLUSIVE  
FINTECH  
FORUM™** | **10-12  
MAR  
2026**  
KIGALI, RWANDA

#IFF2026 

# VISA & ENTRY REQUIREMENTS

Rwanda maintains one of Africa's most open visa policies, ensuring smooth entry for international participants.

## Visa Eligibility

- Visa on arrival for all African Union, Commonwealth, and La Francophonie member states
- Many additional nationalities also qualify for visa-on-arrival or visa-free entry
- Delegates not covered may apply for an e-visa through the Rwanda Immigration portal or [www.irembo.gov.rw](http://www.irembo.gov.rw)

## Travel Requirements

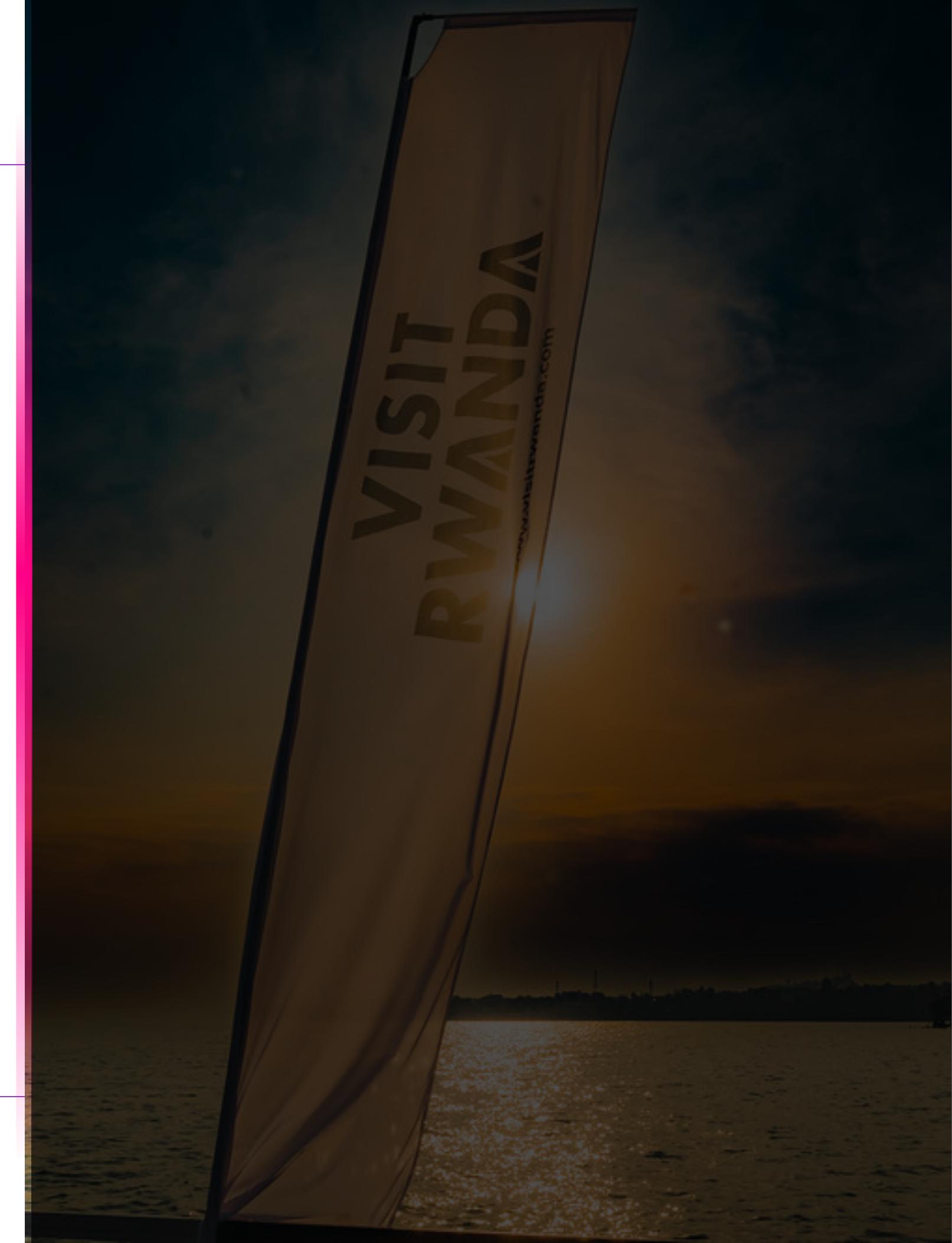
- Passport must be valid for at least six months from the date of entry.
- A yellow fever vaccination certificate is only required for travelers coming from affected countries.

(A Full list of countries can be found at RBC [website](#))

- Delegates are encouraged to check updated travel rules prior to departure.

## Airport Facilitation

Protocol teams will support VIP arrivals through dedicated processes. Airlines operate regular direct and connecting flights to Kigali International Airport (KIA).





## HEALTH & SAFETY

IFF 2026 places top priority on the safety and wellbeing of all participants.

### Onsite Medical Support

- Fully staffed medical clinic at KCC and trained first responders throughout the venue.
- Ambulance services on standby during all event hours.

### Local Medical Facilities

Nearby hospitals include

- King Faisal Hospital (Hot Line: 3939)
- Rwanda Military Hospital ( Hot Line: 4060)
- CHUK (University Teaching Hospital (250 252 575 462)

### Health Guidelines

- No COVID-19 tests are required for entry, delegates with pre-existing conditions are encouraged to carry necessary medications
- Travel and medical insurance is recommended for international participants

# ACCOMMODATION

Delegates are encouraged to book early as Kigali attracts significant conference activity.

## Recommended Hotels Near KCC

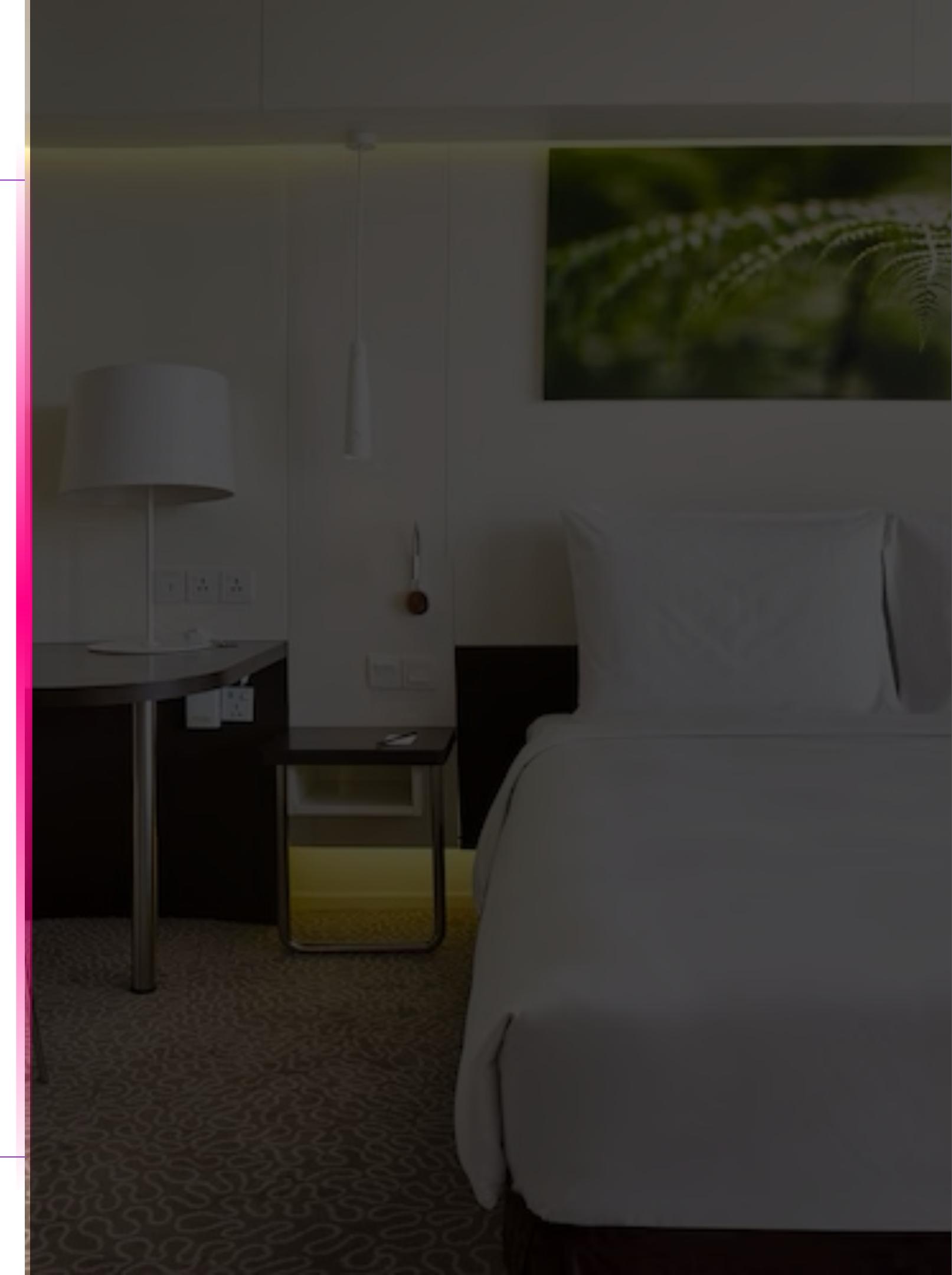
• Radisson Blu Hotel	★★★★★	• Chez Lando Hotel	★★★★★
• Kigali Serena Hotel	★★★★★	• Mythos Hotel	★★★
• Ubumwe Grande Hotel	★★★★★	• Onomo Hotel	★★★
• Movenpick Hotel	★★★★★	• The Hut Boutique	★★★
• Park Inn by Radisson Kigali	★★★★★	• Centric Hotel	★★★
• Hôtel des Mille Collines	★★★★★	• Free Home Hotel	★★★
• Four Points Kigali	★★★★★		
• Lemigo Hotel	★★★★★		

These hotels offer excellent business facilities, airport shuttle services, and convenient access to KCC.

## Booking Guidance

- Prefer partner hotels offering special delegate rates
- Early reservations are strongly recommended
- For group bookings or VIP delegation arrangements, contact the accommodation team

[CLICK HERE TO BOOK](#)





## TRANSPORTATION

### Shuttle Services

Shuttles will be provided to invited speakers and VIPs attending the VIP Dinner from KCC to the designated Venue.

### VIP Transport

Ministers, Governors, and other VIPs will receive protocol-managed vehicles coordinated through their Liaison Officers.

### Private Transport Options

- Move by W (ride-hailing) - 9191
- Green Ride - 6996
- Hotel taxis
- Airport taxi queue

### Getting Around Kigali

The city is safe, well-connected, and easy to navigate. Delegates should allow extra time during peak traffic hours.

# ARRIVAL & DEPARTURE PROTOCOL

IFF 2026 will facilitate smooth arrivals and departures for all delegates, particularly VIPs and official delegations.

## VIP Arrivals

- Received by protocol officers at Kigali International Airport (KIA)
- Escorted to the VIP lounge (subject to category)
- Coordinated transfers to hotels or directly to KCC

## Chartered Flights

Delegations arriving by private or chartered aircraft must submit:

- Note Verbale
- Aircraft details
- Passenger manifest

*To the Rwanda Civil Aviation Authority (RCAA) in advance*

## General Arrivals

Clear signage and trained staff will support delegate flow at the airport. Visa-on-arrival counters are available for eligible travelers.

**FLY WITH OUR PARTNERS**

\*enjoy a discount of up to 20%





## SECURITY

Security at IFF 2026 is managed in close coordination with national and venue authorities.

### Security Providers

- Rwanda National Police
- KCC Security

### Security Measures

- Controlled entry points with badge verification
- CCTV surveillance throughout the venue
- Bag checks at key access points

### Important Notes

- Firearms require advance clearance from Rwandan authorities
- Follow all instructions from security personnel during emergencies or movement restrictions

# KIGALI DELEGATE GUIDE

Kigali offers a clean, safe, modern environment for business travelers.

## Weather

- March temperatures: 23–28°C
- Occasional light rain—carry light layers

## Dress Code

- Business formal for sessions
- Business casual for networking events
- Smart casual for leisure and tours

## Money & Payments

- Rwanda is largely cashless
- Visa, Mastercard, Mobile Money widely accepted

## Connectivity

- Local SIM cards available at the airport
- Reliable 4G coverage and extensive Wi-Fi availability

## Practical Tips

- Tap water is not recommended for drinking
- English, Kinyarwanda & French commonly spoken
- Kigali is one of Africa's safest capitals—standard travel caution advised



## PRE & POST TOURS

Delegates are encouraged to explore Kigali's cultural and historical sites.

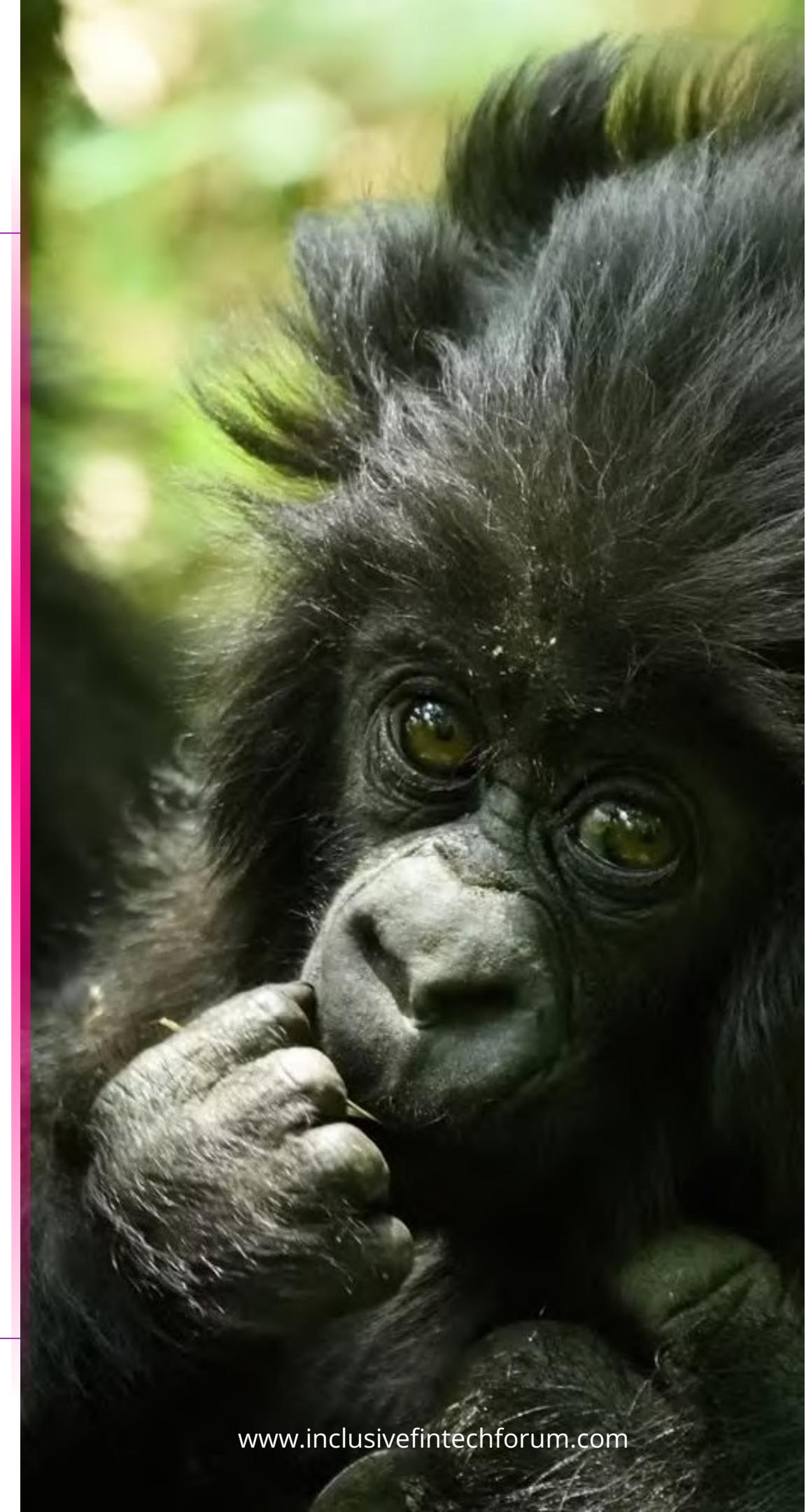
### Key Attractions

- Kigali Genocide Memorial –A powerful historical landmark
- Campaign Against Genocide Museum
- Museum Ingabo
- Rwanda Art Museum
- Kimironko Market –Local crafts & produce
- Nyamirambo Walking Tour –Community-led cultural experience
- Kigali Sports City (BK Arena & Amahoro Stadium)

### Coffee & Culinary Experiences

- Atelier du Vin, Question Coffee, Kivu Noir, 14th Avenue and more are near the Kigali Convention Center
- Rwanda's natural and cultural attractions make it ideal for pre- and post-event experiences. [Volcanoes National Park](#) (15 hrs from Kigali) :Gorilla trekking ,Golden monkeys, Luxury eco-lodges Akagera National Park (2 hrs) :Big Five safari ,Boat rides on Lake Ihema
- Nyungwe National Park (4 hrs) :Canopy walk, Chimpanzee trekking, Tea plantations
- Lake Kivu (3 hrs) :Relaxation, swimming, kayaking

*\*Tours can be booked with vetted operators available in Kigali and at partner hotels.*





## IMPORTANT CONTACTS

For assistance before or during the Forum, delegates may reach the following teams:

Inquiries: [info@inclusivefintechforum.com](mailto:info@inclusivefintechforum.com)

Emergency Contact Number 112 (Rwanda National Police)

INCLUSIVE  
FINTECH  
FORUM™

10-12  
MAR  
2026

KIGALI, RWANDA

## PARTNER WITH US

Let's shape the future of inclusive  
finance together.

[inclusivefintechforum.com](http://inclusivefintechforum.com)