

BID FOR CIVA MEETING 2011

NAC : Aero Club of Poland

Proposed Venue of meeting: The Museum of Aviation, Cracow

Proposed Dates of meeting: November 5th – 6th November, 2011

Locations

1. Name of meeting Hotel: Hotel Justyna

Exact location: Aleja Jana Pawła II 70, 31 – 571 Kraków

2. Which events will take place in meeting Hotel ?

- Plenary Session no
- Bureau Meeting no

3. If not held in Hotel, where will the above events be held?

Proposed location for plenary meeting: Polish Aviation Museum Cracow

4. How far is this from the Hotel ? up to 5 minutes walk

What is the method of transportation between these venues ? walk and vans with drivers

Plenary Session Room :

6. Capacity (number seated at tables in conference format) up to 200

7. Will the following audio-visual equipment or facilities be available?

- Overhead projector yes
- Video projector yes
- Computer screen projector yes
- WiFi yes
- Whiteboard yes

Secretariat Facilities

8. Will the following be available for the CIVA Secretary?

- Photocopier yes
- Internet access yes

Budget

9. What is your total anticipated budget for the Conference? tbc €

Amount of income anticipated from:

- Registration fees depends on number of participants €
- Sponsorship 1000 €
- Other sources tbc €

(Please specify)

Registration Fees

10. What registration fee do you propose :

- for delegates 150 €
- for accompanying persons 70 €

11. Will there be a discount for early registration? no

If yes, give details

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12. What is included in the registration fee?

- Lunches :2
- Dinners :1
- Receptions :1
- Coffee breaks? yes
- Airport transfers? Yes
- Excursions: tbc

13. Are the fee levels quoted above guaranteed? yes

Hotel Accommodation

14. Indicate prices for hotels :

Note: As the first choice hotel we recommend the Justyna Hotel. In case of lack of space availability for all participants we will secure Orient Hotels. There is a complex of two hotels differenced by standard. Both hotels are named Orient and located close to the venue of Plenary Session as well.

	<u>Single room</u>	<u>Double room</u>
• Meeting hotel Justyna Hotel ****	65€/260 PLN	85€/330 PLN
• Meeting hotel Orient Hotel ***	45€/170 PLN	65€/260 PLN
• Meeting hotel Orient Hotel ****	70€/280 PLN	85€/330 PLN

15. Are these hotel prices guaranteed? No/ depends on the hotel prices and are subject to negotiation

Other information :

16. What is your reason for bidding for the 2011 meeting? Rising air sports profile in Poland by organizing the international events

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17. Other relevant factors?

18. I hereby acknowledge that I have read the provisions of FAI By Law 5.6.3. and agree to pay the expenses mentioned therein.

Date: November, 4th 2010

Signed Jerzy Makula

Position President of the Aerobatic Committee

Aero Club of Poland

Please return the completed questionnaire to the CIVA President:

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