



## **AGENDA ITEM 17**

### **DATE AND PLACE OF NEXT MEETING**

#### **Procedure for Selection of Future CIVA Meeting**

1. If only one bid has been received for a place other than Lausanne, delegates will be invited to vote (if required, by secret ballot) on whether or not to accept that bid. A two-thirds majority is required for the bid to be accepted. If the two-thirds majority is not achieved, the meeting must be held in Lausanne.
2. If two or more bids have been received for a place other than Lausanne, the following procedure shall be followed :
  - a. Select by absolute majority and by secret ballot, the delegates preferred option amongst those available (except for Lausanne). Note: more than one round of voting may be necessary if there are 3 or more candidates, and one does not achieve an absolute majority (more than 50%) on the first round.
  - b. The preferred, non-Lausanne, option having been selected, delegates shall be asked to vote ( if required by secret ballot ) on whether or not to accept that bid. A two-thirds majority is required for the bid to be accepted. If the two-third majority is not achieved, the meeting must be held in Lausanne.

Bids received as of the time of distribution of this Agenda package are included in the following pages.



**BID FOR CIVA MEETING 2008**

NAC : **Österreichischer Aero Club, LV – Salzburg**

Proposed Venue of meeting: **Salzburg, Austria**

Proposed Dates of meeting: **25 & 26 October 2008**

**Locations**

1. Name of meeting Hotel:

**Heffterhof Salzburg Hotel, Maria-Cebotari-Strasse 1-7, 5020 Salzburg**

2. Which events will take place in meeting Hotel ?

- Plenary Session **yes**
- Bureau Meeting **yes**

3. What is the method of transportation between these venues ?

**By bus for excursions**

**Plenary Session Room :**

6. Capacity (number seated at tables in conference format) **80-120**

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? **10.000 €**
- Amount of income anticipated from:
- Registration fees ..... **€ 110,- / pP**
  - Sponsorship ..... n.j.a.
  - Other sources ..... n.j.a.
- (Please specify)

**Registration Fees**

10. What registration fee do you propose :
- for delegates ..... **€ 110,--**
  - for accompanying persons ..... **90,--**
11. Will there be a discount for early registration? **yes/no**
- If yes, give details .....
- .....
12. What is included in the registration fee ?
- Lunches : ..... **2 (Saturday & Sunday)**
  - Dinners : ..... **2 (Saturday)**
  - Receptions : ..... **1 (Friday night)**
  - Coffee breaks? **yes**
  - Airport transfers? **yes**
  - Excursions : **To be designed.**



13. Are the fee levels quoted above guaranteed? **yes**

**Hotel Accommodation**

14. Indicate prices for hotels :

	<u>Single room</u>	<u>Double room</u>
• Meeting hotel	70,- €	100,-- €

15. Are these hotel prices guaranteed? **No**

**Other information:**

16. What is your reason for bidding for the 2008 meeting? **WGAC 2007, Salzburg is always a good destination to visit.**

17. Other relevant factors? **Reception at Hangar 7 ([www.hangar7.com](http://www.hangar7.com))**

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: **11.9.2007**

Signed: **Original Signed by Alfred Schmitzberger**

Position: **President, ÖAeC, LV-Salzburg**