

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.



CIVA 2007
Vilnius, Lithuania

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
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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)**

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**