



From: **AERO CLUB OF CZECH REPUBLIC**
Jiri DODAL – GAC FAI Delegate

To: **Mr. Pedro CABAÑERO**
GAC FAI President

Copy: **GAC FAI Delegates**

Re: **BID FOR GAC FAI MEETING 2008**

NAC: **Aero Club of Czech Republic**

Proposed Venue of Meeting: **Prague, Czech Republic**

Proposed Dates of Meeting: **17. – 19. October 2008**

Locations

1. Name of meeting Hotel: **Hotel DUO Prague, Teplická 492, 190 00 Prague 9**
2. Which events will take place in meeting Hotel?
 - Plenary Session **yes**
 - Bureau Meeting **yes**

Plenary Session Room:

3. Capacity (number seated at tables in conference format) **40 – 80**
4. 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

5. Will the following be available for the GAC Secretary?
 - Photocopier **yes**
 - Internet access **yes**

Budget

6. What is our total anticipated budget for the Conference? **EUR 10.000,-**

Amount of income anticipated from:

- Registration Fees	EUR 230 per delegate
	EUR 180 per accomp. person
- Sponsorship	?
- Other sources	?

Registration Fees

7. What registration fee do you propose:

- for delegates	EUR 230,-
- for accompanying persons	EUR 180,-

8. Will there be a discount for early registration? **yes**

If yes, give details: **Registration Fees paid before 31st August 2008 - 5% discount**

9. What is included in the Registration Fee?

- Lunches	3 (Friday, Saturday and Sunday)
- Dinners	2 (Friday and Saturday)
- Coffee breaks?	yes
- Transport from Airport to Hotel and back?	yes
- Excursion?	yes

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

Hotel Accommodation

11. Indicate prices for hotel:

- Meeting Hotel	Single Room	EUR 70,-
	Double Room	EUR 100,-

Prices are per night and per room, breakfast, taxes and local fees included.

12. Are these hotel prices guaranteed? **yes**

Other Information:

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

Date: 25th October 2007

Signed: Jiri DODAL



Position: Secretary General, Aero Club of Czech Republic