

<i>Subject:</i>	BID TO HOST 68TH FAI/IPC PLENARY MEETING, 2018	Annex No. -	62
<i>Author:</i>	Ani Stamenova, IPC Delegate, Bulgaria	Agenda ref. -	28.1.1
<i>Date:</i>	23 November 2016	Total Pages -	7

Hosting Proposal for the IPC Plenary Meeting in 2018

Aeroclub Montana

Bulgarian National Aeroclub

***18.11.2016
Bulgaria***

<i>Subject:</i>	BID TO HOST 68TH FAI/IPC PLENARY MEETING, 2018	Annex No. -	62
<i>Author:</i>	Ani Stamenova, IPC Delegate, Bulgaria	Agenda ref. -	28.1.1
<i>Date:</i>	23 November 2016	Total Pages -	7

PROPOSAL FORM

Name of organization: Aeroclub Montana
Function of organization (NAC, etc.): Regional aviation structure

Meeting facility: Metropolitan Hotel Sofia
City: Sofia - 1000
Nation: Bulgaria

Dear IPC members,

We are hereby presenting you with our bid for hosting the 68th IPC Plenary Meeting in 2018. After the last Event we`ve organized, we are highly motivated and enthusiastic about the opportunity to host IPC Meeting in 2018, because it`s a challenge for us to be better and to show the potential of our team.

Aeroclub Montana already proved it`s ambition and knowledge to organize an Event of this range. We believe that hosting the IPC Plenary Meeting will allow us to work towards the achievement of higher and bigger goals in skydiving sport.

Below you will find a detailed description of the location, facilities and organizational matters, as required in Annex 6 of the IPC Internal Regulations and in line with the overall procedure of hosting a plenary meeting of this kind.

1. Location

For hosting the IPC Meeting we have chosen the Capital of Bulgaria - Sofia, which will be and the "European Capital of Sport" in 2018. Sofia is Bulgaria`s capital and its largest city. Founded thousands of years ago, today the city continues to develop as the country`s cultural and economic center. At present, the city has a population of 1,250,000. Sofia has an area of 492 km². It is situated in western Bulgaria, at the northern foot of the [Vitosha](#) mountain, in the [Sofia Valley](#) that is surrounded by the [Balkan mountains](#) to the north. The valley has an average altitude of 550 metres (1,800 ft). Unlike most European capitals, Sofia does not have any large rivers or bridges, but is surrounded by comparatively high mountains on all sides. With its developing infrastructure and strategic location, Sofia is a major hub for international railway and automobile transport. [Public transport](#) is well-developed with [bus](#), [tram](#), [trolleybus](#) network lines running in all areas of the city. The Sofia Metro includes three lines with a total of 63 stations and connect Sofia Airport with the major point in the whole town.

The venue we have selected is a Metropolitan Hotel Sofia. An independent 4-star business hotel. Modern and stylish urban hotel with unconventional design. Metropolitan Hotel Sofia is strategically located close to Sofia Airport, Business Park Sofia, Megapark, European Trade Center, Capital Fort, Shopping center "The Mall" and International Expo Center. The hotel has 10 conference rooms, 201 rooms and suites, Restaurant, Met Bar, Relax center, Parking.

<i>Subject:</i>	BID TO HOST 68TH FAI/IPC PLENARY MEETING, 2018	Annex No. -	62
<i>Author:</i>	Ani Stamenova, IPC Delegate, Bulgaria	Agenda ref. -	28.1.1
<i>Date:</i>	23 November 2016	Total Pages -	7

2. Conference rooms

Purposely designed, fully equipped 4 conference halls and 6 meeting rooms are available for all the conference days.

The big conference room, to be used as the **main meeting room** for the event, has up to 200 seats and up to 150 seats in classroom layout. The room is equipped with Inbuilt sound system, amplifier, Wi-Fi microphone, Electric roll front projection screen , Video projector , Flip-chart, flip-chart paper and markers.

There are **additional meeting rooms** with enough space to accommodate up to 15 participants.

All of these are available 24/7 without time limitations of any sort, throughout the entire duration of the plenary meeting.

The **technical workroom** is sufficiently equipped with computers (incl. needed software as stated in the regulations), printers and a working Internet connection.

3. Facilities and support personnel

Aside from the technical workroom conditions, it should be known that an **Internet** connection will be available in all meeting rooms, free of charge. The **printing room** in our case will be combined with the technical workroom and will allow access to a photocopier with all relevant functions, as well as a sufficient number of A4 paper reams. Of course, all standard office supplies will be at full disposal, with the potential to bring additional materials at any point.

Regarding the **support personnel**, we have ensured that we have a good core support group, who will handle all matters around registration and secretarial support. Additionally, we have planned for technical support, which will be present on the site of the event at all times, hence ensuring the proper functioning of all electronic devices and office equipment. Wireless Internet connection in all rooms available

4. Accommodation and meals

Since the venue we have chosen for hosting the IPC Meeting is a hotel, we have made sure that there is enough room to accommodate for everyone, including accompanying people and media.

All 201 Metropolitan Hotel Sofia rooms and suites offer the advantages of an international high-class business hotel, adopting the best of the local traditions. The spirit of the city welcomes you at Metropolitan Hotel in Sofia and makes you feel instantly at home. Metropolitan Hotel Sofia has 31 Single rooms , 141 Metropolitan standard rooms , 16 Corner studios, 11 Junior suites, 2 Panorama suites.

Awarded “Hotel Restaurant of the Year 2012” , Metropolitan Restaurant offers 250 seats, exquisite cuisine accompanied by a large selection of wines and liquors and nice atmosphere. Additionally Metropolitan Hotel Sofia offers SPA Centre, Meet Bar and Relax Centre.

Buffet lunch/diner will be provided for the registered participants – starting from dinner on the arrival day (23th of January) up to and including lunch on the departure day (28th of January). This means that there will be breakfast, lunch, two coffee breaks, and dinner. Accompanying people will be provided with all meals that the delegates are provided with – all included in the package price (see Registration fee). Gala dinner on 27th of January included in registration fee.

<i>Subject:</i>	BID TO HOST 68TH FAI/IPC PLENARY MEETING, 2018	Annex No. -	62
<i>Author:</i>	Ani Stamenova, IPC Delegate, Bulgaria	Agenda ref. -	28.1.1
<i>Date:</i>	23 November 2016	Total Pages -	7

5. Transportation

All participants will be picked up from Sofia Airport and transported to the hotel, as well as taken to the airport on their departure day. We will arrange that everyone is picked up by a properly briefed member of our team, so as to ensure fluent communication and provide all necessary information to the guests.

Those who wish to come earlier or leave later should notify us, so that we can arrange transportation for them according to their plans.

Of course, we would gladly provide guidance at any point, should any of the participants wish to travel and explore further than the planned programme.

6. Registration fee and financial matters

The registration fees come in three options – for a single room; for a double room; and for an accompanying person. You can find them listed below, followed by a detailed explanation of what is included in the fee:

Whole Meeting:

- Single room: €700
- Double room: €620
- Accompanying person: €500 (only in double room)

The **fees** are per person, in EUR. The fee includes:

- accommodation for five nights (from January 23th up until and including January 27th),
- buffet meals (from dinner on arrival day – Jan 23th, up to and including lunch on departure day – Jan 28th; two coffee breaks per day and Gala dinner on the 27th are also included)
- use of all hotel facilities – Wi-Fi, gym.
- transportation from and to Sofia Airport

IPC Plenary Meeting only:

- Single room: €320
- Double room: €260
- Accompanying person: € 260 (only in double room)

The **fees** are per person, in EUR. The fee includes:

- accommodation for two nights (from January 26th up until and including January 27th),
- buffet meals (from dinner on arrival day – Jan 26th, up to and including lunch on departure day – Jan 28th); two coffee breaks per day and Gala dinner on the 27th are also included)
- use of all hotel facilities – Wi-Fi, gym.
- transportation from and to Sofia Airport

Extra nights before and/or after:

- Single room: €80
- Double room: €55

The **fees** are per person, in EUR.

<i>Subject:</i>	BID TO HOST 68TH FAI/IPC PLENARY MEETING, 2018	Annex No. -	62
<i>Author:</i>	Ani Stamenova, IPC Delegate, Bulgaria	Agenda ref. -	28.1.1
<i>Date:</i>	23 November 2016	Total Pages -	7

The **payment deadline** for these fees will be approximately on December 20th 2017, with the exact date to be determined in case this proposal is approved. The fee for late payment will be 50EUR.

Payment methods that we accept are bank transfers and cash payments; no credit card payments. We are happy to provide our payment details in case this proposal gets your approval.

Last but not least, as required by 3.4.2 of the Internal Regulations, we have attached the signed **Hosting Agreement** (see next page), which is to be used in the occasion that our hosting proposal gets approved.

We would like to thank you for your time and for considering our candidacy for hosting the IPC Plenary Meeting in 2018. We are happy to answer any questions or requests you might have and would be glad to provide additional details. Please feel free to contact us at any time at the information listed below.

Kind regards, Aeroclub Montana

Person authorizing proposal:

Name: Angel Stamenov
Position: President of Bulgarian National Aero Club

Contact person(s):

Name: Ani Stamenova
Email: info@dropzone.bg, office@avalonskydive.com
Telephone: +359 898 450 264
Street Address: Zahari Stoyanov str. 44
City: Montana, 3400 (Bulgaria)

<i>Subject:</i>	BID TO HOST 68TH FAI/IPC PLENARY MEETING, 2018	Annex No. -	62
<i>Author:</i>	Ani Stamenova, IPC Delegate, Bulgaria	Agenda ref. -	28.1.1
<i>Date:</i>	23 November 2016	Total Pages -	7

HOST AGREEMENT

THIS AGREEMENT is made the day of 20.....

BETWEEN: FÉDÉRATION AÉRONAUTIQUE INTERNATIONALE of
Maison du Sport International, Avenue de Rhodanie 54, CH-1007 Lausanne, Switzerland
("FAI")

and: THE FAI PARACHUTING COMMISSION of the same address
("The Commission")

and: The FAI MEMBER of [_____] OR ITS DULY APPOINTED
REPRESENTATIVE ("The Organiser")

WHEREAS:

- (A) The FAI is the sole internationally recognised governing body for air sports worldwide.
- (B) The FAI Parachuting Commission is the body within FAI responsible for the organisation of the annual Plenary Meeting.

The Organiser has applied to the Commission to organise the annual Plenary Meeting in [year], commencing on [date] and ending on [date] ("the Meeting") and the Commission has agreed to appoint the Organiser to organise and host the Meeting.

NOW IT IS HEREBY AGREED as follows:

1. APPOINTMENT

FAI hereby grants to the Organiser the sole and exclusive right to host the Meeting.

2. CONSIDERATION

In consideration of FAI granting to the Organiser the right to the Organiser shall, give the undertakings, perform the obligations and comply with the terms and conditions set out in this Agreement.

3. STAGING

- 3.1 The Organiser shall observe all the provisions of and provide all the equipment listed in Annex 6 of the Commission Internal Regulations and shall abide by all the terms and commitments included in the accepted Bid document.
- 3.2 The Commission may, should it elect to do so, appoint an individual to advise the Organiser on behalf of the Commission, on all technical and administrative aspects of the Meeting, on behalf of the Commission at any stage in the organisation of the Meeting. The Organiser agrees to accept the reasonable recommendations of this person.

4. INDEMNITY

The Organiser agrees to indemnify FAI and the Commission and their members, servants and/or agents against all costs (including legal costs), claims, damages and expenses made against, incurred or paid by FAI, the Commission and/or their members, servants or agents in respect of any claims whatsoever as a result of or arising out of any breach or default by the Organiser with respect to its obligations under this Agreement.

5. MEETING DEPOSIT

The Organiser agrees to pay Euro 500, at the time the Bid to host the Meeting is accepted, in a manner acceptable to the Commission, to FAI, by way of deposit ("the Deposit").

The Deposit may be retained by the FAI if the Organiser fails to follow any of the requirements included in the IPC Internal regulations, especially Annex 6 and the terms of the Accepted Bid. The IPC Bureau will determine if the Organiser has failed in its commitments.

If the IPC Bureau determines that the Organiser has met its commitments, the Deposit will be refunded as soon as possible after the Meeting has ended.

<i>Subject:</i>	BID TO HOST 68TH FAI/IPC PLENARY MEETING, 2018	Annex No. -	62
<i>Author:</i>	Ani Stamenova, IPC Delegate, Bulgaria	Agenda ref. -	28.1.1
<i>Date:</i>	23 November 2016	Total Pages -	7

6. TERMINATION

FAI may terminate this agreement forthwith upon notice in the event that the Organiser.

- 6.1 Commits a material breach of any obligation under this Agreement which breach is incapable of remedy or cannot be remedied in time.
- 6.2 Commits a material breach of any obligation under this Agreement, and if such breach is capable of remedy fails to so remedy such breach within 28 days of receiving notice from FAI requiring remedy.
- 6.3 Enters into a composition or arrangement with its creditors, has a receiver or administrator or administrative receiver appointed or becomes insolvent or unable to pay its debts when they fall due.

7. ENTIRE AGREEMENT

This Agreement, including the attached Schedule, and the IPC Internal Regulations contains the entire agreement of the parties and supersedes all other agreements between them and no variation of any of the terms or conditions of this Agreement may be made unless such variation is agreed in writing and signed by all parties to this Agreement. In the event of a conflict arising between this document and the IPC Internal Regulations, the terms of this Agreement will take precedence.

8. GOVERNING LAW

This Agreement shall be construed in accordance with and governed by English law and shall be subject to the non-exclusive jurisdiction of the English Courts.

9. DISPUTE RESOLUTION

If a dispute arises between the FAI and the Organiser (the parties) concerning their respective rights under this Agreement the parties shall each appoint a senior representative (each empowered to make binding decisions on behalf of his or her appointer) and such representatives shall meet with a view to resolving the dispute. The parties agree that the appointment of their representatives and the scheduling of meetings shall be undertaken by each of them promptly and in good faith. The parties agree to accept as final the solution agreed by these senior representatives. Nothing contained in this clause shall preclude either party from applying to a court for urgent and/or injunctive relief.

SIGNED by:

.....
 For and on behalf of
**FÉDÉRATION AÉRONAUTIQUE
 INTERNATIONALE**
 A duly authorised signatory

SIGNED by:

Ani Stamenova

.....
 For and on behalf of
[ORGANISER]
 A duly authorised signatory

SIGNED by:

.....
 For and on behalf of
FAI PARACHUTING COMMISSION
 A duly authorised signatory

.....
 For and on behalf of
**FÉDÉRATION AÉRONAUTIQUE
 INTERNATIONALE**
 A duly authorised signatory

[Signature]



.....
 For and on behalf of
[ORGANISER]
 A duly authorised signatory

.....
 For and on behalf of
FAI PARACHUTING COMMISSION
 A duly authorised signatory