

**BID TO HOST THE 20XX FAI CIAM PLENARY MEETING**

Dates

Place - City

Country

# ORGANIZERS

NAC

Club

## Plenary Meeting Point of Contact

Name

Function

Email

mobile

# VENUE DETAILS AND FACILITIES

Details about the meeting room

Capacity of the main hall

Meeting rooms for technical meeting

PA System

Projector -Screen

Wi-Fi

Rental cost if any

Distance from the Hotel

Closest International Airport

Coffee Breaks cost

Lunch Options

Photos

Any other useful information

# ACCOMMODATION DETAILS

Recommended Hotel or Hotels

Type of rooms

Distance from the nearest International Airport

Website

Photos

Rooms Rate

# PROVISIONAL SCHEDULE

# ARRIVAL AND DEPARTURE

Details about travelling

# ENTRY FEES

The entry fees will cover the cost of the Plenary Meeting. Not the Accommodation.

The fees are per person

Fees include:

(details)