

<i>Subject:</i>	<b>BID FROM AUSTRALIA TO HOST 2016 IPC PLENARY MEETING</b>	<i>Annex No. -</i>	<b>68</b>
<i>Author:</i>	<b>Australian Parachute Federation, Lindy Rochow-Williams, Delegate</b>	<i>Agenda ref. -</i>	<b>27.1.1</b>
<i>Date:</i>	<b>02 December 2014</b>	<i>Total Pages -</i>	<b>7</b>



# **AUSTRALIAN PARACHUTE FEDERATION**

## **PROPOSAL TO HOST**

### **67<sup>th</sup> ANNUAL FAI INTERNATIONAL PARACHUTING COMMISSION PLENARY MEETING**

### **SYDNEY, AUSTRALIA**

**Wednesday 27<sup>th</sup> to Sunday 31<sup>st</sup> January 2016**

**Venue: Rydges World Square Sydney Australia**



# AUSTRALIAN PARACHUTE FEDERATION

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Dear IPC members,

On behalf of the Australian Parachute Federation (APF), please accept this proposal to host the IPC Plenary Meeting in 2016, at the luxurious Rydges Hotel in beautiful Sydney Australia.

The APF celebrated its 50<sup>th</sup> Anniversary in 2010, and is a strong, motivated, responsible organisation with a clear vision – growth and development of sport parachuting in Australia and around the world. Hosting an event of this nature would attract considerable media interest in Australia and the APF would work hard to promote the meeting to a myriad of interested parties.

Furthermore there are various Tourism bodies, Insurers and sport regulators who are regular contributors to APF events, and who will be invited to participate in supporting and sponsoring the IPC Plenary Meeting in 2016.

Hosting this event would be considered an honour and a privilege and as such the APF will commit considerable resources towards its success. Very importantly the APF has a team of experienced staff who have been coordinating and running APF Conference's for many years. Over recent years the APF Conference has gone from strength to strength and is now considered a highly professional, corporate event, and it is this level of expertise that the APF wishes to commit. The APF Conference Team will be made available for this event and will work hard with the IPC organising committee to ensure success.

The following information includes all necessary details in accordance with IPC Internal Requirements, and in line with the hosting of an event of this nature and importance. Should the committee require additional information please do not hesitate to contact me on the below numbers.

Kind regards

Lindy Rochow-Williams

IPC Delegate

## **Organizer**

The 67<sup>th</sup> IPC Plenary Meeting will be organized by the Australian Parachute Federation, Represented by the IPC delegate, Lindy Rochow-Williams

## **Dates**

Wednesday, January 27<sup>th</sup> 2016 – to Sunday, January 31<sup>st</sup> 2016

### **1. Location**

Sydney is the state capital of New South Wales, and the most populous city in Australia. Located on Australia's south-east coast along the Tasman Sea and surrounding one of the world's largest natural harbours, Sydney is considered the most multicultural city in Australia and one of the most multicultural in the world. There are more than 250 different languages spoken in Sydney and about one-third of residents speak a language other than English at home.

In addition to hosting events such as the 2000 Summer Olympics, millions of tourists come to Sydney each year to see the city's landmarks. Its natural features include Sydney Harbour, the Royal National Park, Bondi Beach and the Royal Botanic Gardens. Man-made attractions such as the Sydney Opera House and the Sydney Harbour Bridge and Taronga Zoo, are also well known to international visitors.

### **2. Venue**

Rydges World Square Sydney, Hotel and Convention Centre

Rydges World Square is conveniently located in the heart of Sydney Central Business District and boasts world class accommodation, hospitality and services, and is large enough to host all Plenary Meeting delegates. All guest rooms are well-equipped with flat-screen TVs and free WI-FI, tea and coffee making facilities and mini bar fridges. The cosy Rydges Dream Bed with crisp, white linens complemented by custom black bed scarves and pillows will have delegates sleeping soundly and waking fully refreshed.

The Plenary Meeting proposed venue is also situated above a very large shopping centre that spans three levels of an entire city block. The World Square is the only central business district shopping centre that offers fresh and prepared food, a unique selection of fashion, homewares, lifestyle items and services within over 90 specialty retailers.

The World Square can also boast an Open Air Square, offering delegates a great place to escape the hustle and bustle of the city. Surrounded by restaurants, cafes, bars and eateries, the Open Air Square is the perfect meeting place alternative.

Rydges World Square is a popular Conference destination having recently won a prestigious award – **'Best Conference Hotel of the year'** at the 2013 Tourism Accommodation Australia (TAA) NSW Awards for Excellence. Rydges World Square Sydney offers delegates the ideal event solution with all conference rooms conveniently located in the lobby level of an award winning hotel.

Soft furnishings, and state of the art audio-visual equipment all encompass the experience of conferencing with one of Sydney's leading venues. From the excellent food and beverage choices to the exemplary first class service, meeting delegates will be ensured a fantastic experience Australian style!

### **3. Meeting Rooms**

#### **Main Meeting Room**

The main Plenary room is very spacious and able to accommodate up to 500 persons. The room is available 24 hours. Seating arrangements can be either classroom style (2 per desk) or cabaret style (large round tables) with delegates seated on one half only.

#### **Additional Meeting Rooms**

Several smaller breakout rooms are also available 24 hours a day and these can be configured to your needs.

#### **Technical Workroom and Printing Room**

A large room able to accommodate 10 computer stations, admin area and printing area, is available for this event and would also be available 24 hours. It would be equipped with a minimum of 6 computer stations, photo-copiers as required and all associated administration supplies.

### **4. Support**

#### **Personnel**

The Australian Parachute Federation will ensure adequate support personnel are available for registration and for the duration of the event, including Technical Managers, event co-ordinator and administration staff. The Venue will also have numerous staff available to assist with the needs of the Plenary.

#### **I.T Support**

The venue has an operations team available who take care of all I.T requirements. If additional assistance is required this can be organised.

#### **Internet Access**

All Conference and meeting rooms have complimentary wireless internet access

### **5. Accommodation**

The Rydges World Square Hotel has beautiful rooms with all rooms having either two double beds, or one queen bed. The rates are quoted as a 'per room' price which means delegates can share the room and share the cost!

A specially discounted rate has been negotiated for this event and a large number of rooms will be held aside.

Extra days

Extra days at the hotel will be charged to each guest at the SAME DISCOUNTED RATE and must be booked early to avoid disappointment

Breakfast must be booked at time of booking accommodation.

## **6. Registration Fee**

Inclusions:

- 5 days of Plenary Meeting attendance
- Morning/afternoons teas - juices, tea, coffee and a Chefs daily selection of tasty delights
- Gourmet Buffet Lunch with a great variety of choices and to suit all dietary requirements (guest must advise the conference venue in advance, if they have any specific requirements)
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## **7. Sydney Harbour Cruise and Gala Dinner**

See Sydney by night while dining on a sumptuous buffet with great music to set the scene. This is a very popular option for our international visitors, and is included in the Delegate Full Package options. The dinner cruise can also be booked for accompanying persons. For prices see Summary table below.

## **8. Australian Welcome Barbecue**

This takes place on the afternoon prior to commencement of the Plenary Meeting This is included in the Delegate Full Package options and can also be booked for accompanying persons. For prices see Summary table below.

## **9. Travel**

Sydney's Kingsford Smith International Airport is approximately 15 mins drive or train ride, from the Venue located at 389 Pitt Street Sydney, New South Wales.

The APF will provide a shuttle bus which will be available for transfers from the airport, or the train station.

The train goes direct to the venue with the closest station being a short 5 mins walk. Taxis are also available.

**Link for directions:** <http://www.rydges.com/accommodation/sydney-nsw/world-square-sydney-cbd/welcome/directions/>

## **10. Financial Matters**

The Registration Fee should be paid by Wire Transfer to a bank, the detailed information and the bank account will be published in Bulletin #1, along with the registration form. It is possible to pay cash at the venue of the Plenary Meeting, for special circumstances. The registration and payment deadline is December 10th 2015. Extra charge for late registration is \$50AUD

After December 10<sup>th</sup>, 2015, delegates are still able to register for the conference however accommodation will be subject to availability.

#### **11. Bulletin**

In accordance with item 11 a comprehensive Bulletin will be issued at least 120 days before the start of the Plenary Meeting. This Bulletin will include all required information as detailed. The Organiser also understands that this Bulletin must be provided to the IPC Bureau at least 30 days prior to dissemination, and must receive approval from the IPC Bureau before being posted first on the FAI/IPC web site, and then on the APF website

#### **12. Contact information**

<b>Person Authorizing Proposal</b>	<b>Contact Person:</b>
Name: Lindy Rochow-Williams	Name: Brad Turner
Position: IPC Delegate	Position: APF Chief Executive Officer
Email: lindyrwilliams@gmail.com	Email: Brad.Turner@apf.com.au

## Summary Table

### Design your own programme

Please Note: All prices are in Australian Dollars (AUD)

Item	Particulars & Inclusions	Cost
<b>Full Registration no accommodation</b>	5 days of Plenary Meeting attendance Morning/afternoons teas Gourmet Buffet Lunch	\$80AUD per day \$400AUD for 5 days
<b>Accommodation</b>	Price quoted is per room, per night Options include: 2 double beds, or 1 queen bed	\$199AUD per night 5 nights (single) \$995AUD 5 nights (twin share) \$498AUD
<b>Breakfast</b>	Breakfast must be booked at time of booking accommodation.	\$20AUD per person per day. 5 days = \$100AUD
<b>Welcome BBQ</b>	Included in full package options and open to accompanying persons	\$65AUD per person
<b>Sydney Harbour Dinner Cruise</b>	Included in full package options and open to accompanying persons	\$130AUD per person

### Package Options

<b>FULL Registration &amp; Accommodation Package</b>	Full package to include: Welcome BBQ 5 days Plenary Meeting Registration - Morning / afternoon teas - Gourmet lunch 5 night's accommodation with breakfast Sydney Harbour Dinner Cruise	\$1,665AUD (single) \$1,165AUD (twin share)
<b>Accommodation Package Accompanying person</b>	Package to include: Welcome BBQ 5 night's accommodation with breakfast Sydney Harbour Dinner Cruise	\$665AUD (twin share)

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This program leaves 2 nights free enabling guests to do exactly as they please! The venue is very conveniently located with a great variety of dining options within easy walking distance. A short 10 – 15 min stroll will take you to spectacular Darling Harbour.

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