



**CIVA Annual Plenary Conference**  
**8<sup>th</sup> and 9<sup>th</sup> November 2025**

**Musée de l'Air et de l'Espace**  
**Paris, France**

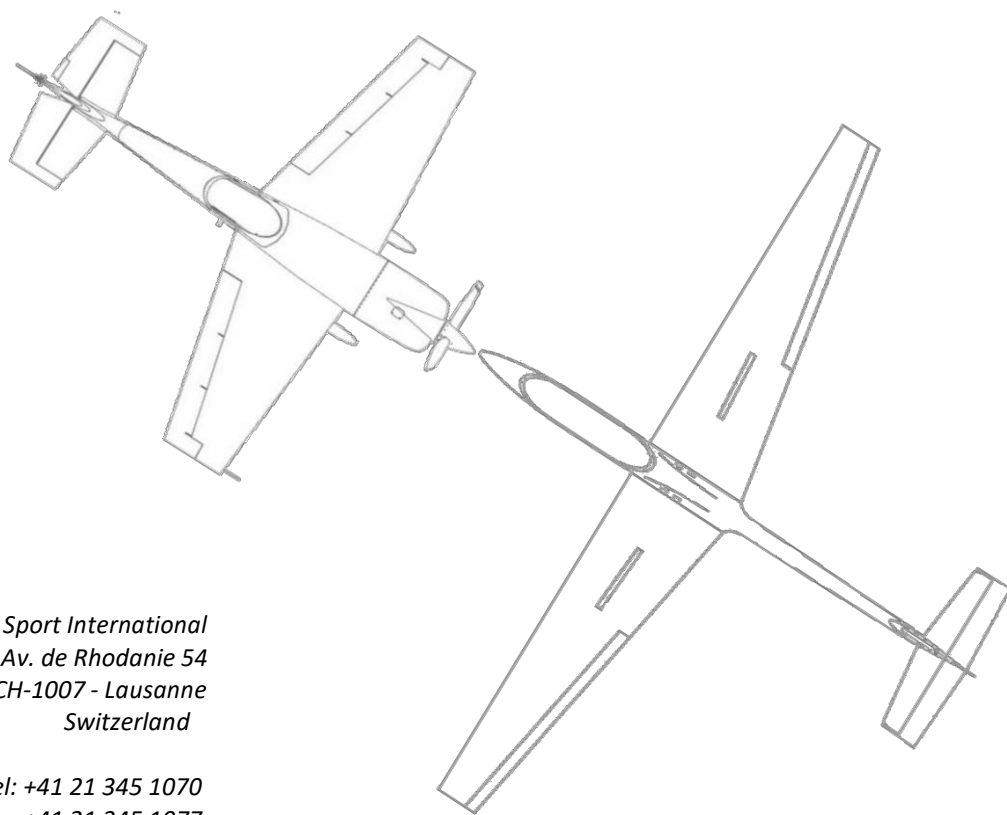


*Fédération  
Aéronautique  
Internationale*

# Bulletin #1

## **CIVA Annual Plenary Conference 2025** **FAI Aerobatics Commission**

8<sup>th</sup> (Sat.) and 9<sup>th</sup> (Sun.) November 2025  
Musée de l'Air et de l'Espace  
Le Bourget Airport  
Paris, France



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**CIVA**

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## **1. CIVA Annual Plenary Conference 2025 Invitation**

The CIVA Bureau is pleased to announce that the CIVA Annual Plenary Conference 2025 will be held as an on-site meeting in Paris - Le Bourget Airport, France. The assembly of our colleagues in person will be a pleasure and a great opportunity to exchange ideas fruitfully for the good of our sport.

Taking into consideration the fact that the Conference is an on-site plenary, according to FAI rules, voting rights are held solely by NACs which are represented at the Plenary Conference by a Delegate or an Alternate Delegate who is present at the time of voting, or NACs which have given their proxy to a NAC whose Delegate or Alternate Delegate is physically present at the time of voting. Proxy votes are limited to one per present NAC and must be pre-authorized by FAI (By-Laws 3.3.2, Statutes 3.6.1.2.4). Please contact FAI via the following e-mail address: [commissions@fai.org](mailto:commissions@fai.org) to obtain a copy of the required Proxy Registration Form.

NACs are cordially invited to send their CIVA Delegates, Alternate Delegates and Observers to the CIVA Annual Plenary Conference 2025.

We look forward to meeting you all in Paris in November this year. The Conference will commence on Saturday, 8th November 2025 at 09:00 UTC.

## 2. Schedule

The CIVA Annual Plenary Conference 2025 will be held in the Musée de l’Air et de l’Espace, Paris - Le Bourget Airport, France.

Date	Time	Location	Event
Friday, 7 <sup>th</sup> November	14:00 – 18:00	Musée de l’Air et de l’Espace, Paris - Le Bourget Airport	Bureau Meeting
	19:00	AC Hotel by Marriott Paris - Le Bourget Airport	Dinner
Saturday, 8 <sup>th</sup> November	06:30 - 08:30	AC Hotel by Marriott Paris - Le Bourget Airport	Breakfast
	09:00 – 19:00	Musée de l’Air et de l’Espace, Paris - Le Bourget Airport	CIVA Annual Plenary Conference 2025 Day 1
	19:00 – 20:00	Transport from Musée de l’Air et de l’Espace, Paris - Le Bourget Airport to AC Hotel by Marriott Paris - Le Bourget Airport	Refresh prior to Dinner
	20:00 - 22:00	AC Hotel by Marriott Paris - Le Bourget Airport	Dinner
Sunday, 9 <sup>th</sup> November	06:30 - 08:30	AC Hotel by Marriott Paris – Le Bourget Airport	Breakfast
	09:00 - 17:30	Musée de l’Air et de l’Espace Paris - Le Bourget Airport	CIVA Annual Plenary Conference 2025 Day 2
	Departures		

The above schedule may be subject to change.

### 3. Conference Venue

The Conference will be held at the Musée de l'Air et de l'Espace, Paris - Le Bourget Airport, France.

### 4. Forms of Transport to the Hotel and the Conference Venue

The most convenient arrival airport is Paris Charles de Gaulle Airport in France.

The bus and the train stations are located on the airport premises and the places are within a very short walk from the arrivals lounge.

Public transport - Take the no. 350 bus: Approx. 1 hour to the AC Hotel by Marriott Paris - Le Bourget Airport (Cost of bus ticket: EUR 2); Online Application: [RATP PUBLIC TRANSPORT](#)

Taxi services: Approx. 10 minutes (Cost of taxi journey: around EUR 50).

### 5. Accommodation

Initial booking for 35 bedrooms has been made at the AC Hotel by Marriott Paris - Le Bourget Airport, France. The hotel is located an approx. 17-minute walk, a 3-minute car ride and a 15-minute public transport journey from the Musée de l'Air et de l'Espace, Paris – Le Bourget Airport.

AC Hotel by Marriott Paris - Le Bourget Airport - Single room: EUR 165 per night

- Breakfast included;
- Tourist tax excluded

Please use the following link only to book your accommodation : [Booking / Fédération Française Aéronautique](#)

Booking shall be made **before 7<sup>th</sup> October 2025 (Midnight UTC)** however an early reservation is highly recommended in order to guarantee the above mentioned preferential price and availability.

Payment for the Conference accommodation at this special price shall be made separately for each Participant and it is not included in the EUR 270 Conference Fee.

### 6. Dress Code

The recommended Dress Code for the dinner on Friday evening is Smart Casual (elements of formal and casual wear). For the CIVA Annual Plenary Conference 2025 and the dinner at the Museum on Saturday, the suggested Dress Code is also Smart Casual however a formal one is entirely acceptable as well.

## **7. Registration**

To register for the CIVA Annual Plenary Conference 2025, all Participants shall look at the last section of this document: 9. Payment and Banking Details and follow the instructions.

Please complete the Conference Registration Form at the end of this Bulletin and e-mail it to :

<p>Baptiste ROBINET <a href="mailto:communication.evenementiel@ff-aero.fr">communication.evenementiel@ff-aero.fr</a> <i>with a copy to</i> Jérôme HOUDIER <a href="mailto:dtn@ff-aero.fr">dtn@ff-aero.fr</a></p>
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## **8. Conference Fee**

The CIVA Annual Plenary Conference Fee per Participant is **EUR 270**.

The above mentioned amount of money covers the conference facilities, coffee breaks and 2-day conference lunch supplies including water and tea/coffee, Saturday's dinner including a limited amount of wine, water and tea/coffee. The hotel accommodation is excluded and shall be booked separately.

## **9. Payment and Banking Details**

Registration and payment for the participation in the CIVA Annual Plenary Conference 2025 shall be made by completing the Conference Registration Form attached below.

Registration Deadline: 30<sup>th</sup> October 2025 (Midnight UTC).

In case of any issues connected with the transfer bank payment, please contact Jérôme HOUDIER [dtn@ff-aero.fr](mailto:dtn@ff-aero.fr)

## Conference Registration Form



**CIVA Annual Plenary Conference**  
**8<sup>th</sup> and 9<sup>th</sup> November 2025**  
**Musée de l'Air et de l'Espace**  
**Paris, France**

First name: \_\_\_\_\_

Surname: \_\_\_\_\_

National Airport Control (NAC): \_\_\_\_\_

Status: Delegate ☐ Alternate ☐ Observer ☐

Mobile Phone Number: + \_\_\_\_\_

E-mail Address: \_\_\_\_\_@

Arrival Date: \_\_\_\_\_ / \_\_\_\_\_ / 2025

Special Conference Food Requirements (if any): \_\_\_\_\_

**Please complete this page and e-mail it to:**

Baptiste ROBINET [communication.evenementiel@ff-aero.fr](mailto:communication.evenementiel@ff-aero.fr)  
with a copy to Jérôme HOUDIER [dtn@ff-aero.fr](mailto:dtn@ff-aero.fr)

The Conference Fee Payment of EUR 270 for each Participant shall be made by bank transfer to:

**Beneficiary:** FEDERATION FRANCAISE AERONAUTIQUE

**Bank name and adress :** BNP PARISBAS PARIS ASSOCIATIONS (02837)

83 Boulevard Sébastopol

75002 PARIS

**IBAN:** FR76 3000 4002 3200 0200 0288 185

**Account Number:** 00020002881

**BIC:** BNPAFRPPXXX

**PAYMENT ONLY BY BANK TRANSFER**