

Paris, ... March 2007

Dear Councillors and ACI Committee members,

Attached you will find the following forms:

- Form 1:** Time and venue for ACI Meetings.
- Form 2:** Draft agenda of the Council Meeting. The final agenda and attachments (info pack) for the Council meeting will be sent no later than the 2nd of April.
- Form 3:** Registration form to be completed by **ACI BOE and CFP members only** for attendance at their meeting.
- Form 4:** Registration form to be completed by **ACI Executive Committee members only**
- Form 5:** Registration form to be completed by **National Associations only** for attendance at the Council Meeting.
- Form 6:** Proxy form to be completed by the **Associations who cannot be represented in Council. Deadline for submission is the 1st of April 2007. After this date no other proxies will be accepted.**
- Form 7:** Registration form for hotel reservation in case of non attendance of the Congress.

The "official" hotel for Councillors and Committee members is the Fairmont Queen Elizabeth Hotel.

I appreciate if you could complete the appropriate form and **return it as soon as possible** to email deputymanager@aciforex.com or fax 33 1 42975116.

Kind regards,

Natalie van Drenth

FORM 1: Time and venue for ACI Meetings

Date	Event	Location
Wednesday 2 May		
08:00 hrs – 18:00 hrs	ACI Committee/Council registration	Fairmont Queen Elizabeth Hotel (FQE Hotel) – Mezzanine Level
09.30 hrs – 16.00 hrs	BOE Meeting	FQE Hotel, Richelieu Room
09.30 hrs – 16.00 hrs	CFP Meeting and Lunch	Bank of Montreal 129 Rue St. Jacques
12.30 hrs – 14.00 hrs	BOE/Excom Lunch	FQE Hotel, Matapedia Room
16.30 hrs – 18.30 hrs	Regional Meetings	FQE Hotel, Rooms to be advised
18.30 hrs – 22.00 hrs	ACI Council Dinner	Chalet Mont Royal Buses depart from FQE Hotel, Rue Mansfield entrance at 18:15 hrs
Thursday, 3 May		
08:00 hrs – 18:30 hrs	ACI Committee/Council registration	Fairmont Queen Elizabeth Hotel (FQE Hotel) – Mezzanine Level
08.30 hrs – 17.30 hrs	Council Meeting	FQE Hotel, Marquette/Jolliet Room
	Council Lunch	FQE Hotel, Saint Maurice Room
18.00 hrs – 19.30 hrs	Official Opening Congress	Palais des Congrès, Exhibition hall (517 ABC)
Friday, 4 May		
16.00 hrs - 17.00 hrs	ACI General Assembly	Palais des Congrès, Business Session Room (517 D)
17.00 hrs – 19.00 hrs	ACI Executive Committee Meeting	Palais des Congrès, Room 514 A

FORM 2: Draft Agenda Council Meeting

AGENDA ACI Council Meeting Thursday 3rd May 2007, Montreal 8.30 hrs – 17.00 hrs

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|---------------|-----|--|
| 08.30 – 08.45 | 1. | Opening Address by the President |
| 08.45 – 09.00 | 2. | Composition of the Council and approval of voting rights |
| 09.00 – 09.15 | 3. | Approval of Minutes Council Meeting in Marrakech 16/11/06 to include overview of actions taken |
| 9.15 – 11.00 | 4. | Election President ACI |
| 11.00 - 11.15 | | <i>coffee break</i> |
| 11.15 – 11.45 | 5. | Report Board of Education |
| 11.45 – 13.00 | 6. | New structure ACI (to be presented by GDV) |
| 13.00 – 14.00 | | <i>lunch</i> |
| 14.00 – 14.15 | 7. | Report Vice President |
| 14.15 – 14.45 | 8. | Report Treasurer |
| 14.45 – 15.00 | 9. | Report of SPG |
| 15.00 – 15.30 | 10. | Report of CFP |
| 15.30 – 16.00 | 11. | Report of Euribor ACI |
| 16.00 – 16.15 | 12. | Report of the Regions |
| 16.15 – 16.30 | 13. | Next Meetings and update Future Congresses |
| 16.30 – 17.00 | 14. | Any Other Business |
| 17.00 | 15. | Farewell address of outgoing President |

FORM 3: Attendance ACI Committee Meetings

This form should **ONLY** be used by members of the ACI BOE and CFP

Name :

Please tick the appropriate box for attendance:

BOE meeting

CFP Meeting

Council Dinner

Accompanying person Name:

Attendance ACI 46th World Congress

YES, and I have sent my registration form to Canada

YES, but I still need to register

NO, I will only attend the ACI Meetings and I have taken care of my hotel reservation already.

NO, I will only attend the ACI Meetings and I confirm my hotel reservation on the attached form 7.

FORM 4: This form should ONLY be used by members of the ACI Executive Committee

Name :

Please tick the appropriate box for attendance:

Excom Lunch (Wednesday)

Council Dinner (Wednesday)

Accompanying person Name:

Council Meeting (Thursday)

Excom Meeting (Friday)

Attendance ACI 46th World Congress

- YES, and I have sent my registration form to Canada
- YES, but I still need to register
- NO, I will only attend the ACI Meetings and I have taken care of my hotel reservation already
- NO, I will only attend the ACI Meetings and I confirm my hotel reservation on the attached form 7.

FORM 6: Non-Attendance Council Meeting

Name of National Association:

Our Association can not be represented at the next ACI Council Meeting, which will take place on Thursday the 3rd of May 2007.

Herewith we give proxy to: who will
vote on our behalf.

Name:

Signature:

DEADLINE FOR SUBMISSION:

APRIL 1st 2007

After this date no other proxies will be accepted.

FORM 7: Hotel Reservation

Fairmont Queen Elizabeth Hotel

Name (Dr/Mr/Mrs/Ms) _____
(Last name) (First name)

Institution : _____

Country : _____

Telephone : _____ Email: _____

Check-in date : _____ Check-out date _____

Flight details and time for arrival and departure: _____

Rates :

Single CAD 189
 Double CAD 189

Smoking
 Non smoking room

Payment Card (**for guarantee only**):

- Visa
- Eurocard/Mastercard
- Amex

Card holder's name _____

Card number _____ Expiry date _____

Date _____ Signature _____