



To Data Link (DLK) Users Forum **Date** December 16, 2014

From Vic Nagowski **Reference** 14-999/SMA-868A lth
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Subject **Meeting Announcement**
Data Link (DLK) Users Forum

Chairman Co-Chairman: Colin Gallant, British Airways
Co-Chairman: TBD

When February 3-4, 2015, from 0900 to 1700 [DLK Users Forum]
February 5, 2015, from 0900 to 1200 [Airline-Only Roundtable Discussion]

Host Copa Airlines is hosting the DLUF meeting.

Where Meeting Location
The Westin Panama
La Rotonda Avenue
Costa del Este Panama City, Panama
telephone: + 507 (2) 82 3500
The meeting site is about 20 minutes from the Tocumen International Airport (PTY).

Hotel Reservations should be made directly to the Reservations Department of The Westin Panama. Reservations can be made by submitting the attached reservation form by email to groups@bernhotelspanama.com or by faxing it to +507 214-1002/214-1003. If you have any questions please contact the reservations department at +507 340-9858.
Special room rates have been arranged for the group. A single room rate is \$150 plus 10% occupancy tax and the double room rate is \$170 plus 10% occupancy tax. The room rates include a breakfast buffet and wireless internet in the rooms and common areas. The group rate is applicable to the 3 days before and after the meeting dates upon availability.
All reservations must be guaranteed with a major credit card. One night's stay will be charged at the time of making reservation.

The group rate is available until **January 12th, 2015**. After that time, the group room rate will be offered based on hotel availability only.

Changes, modifications, or cancellations (including anticipated departures and late arrivals) will be allowed until **January 16th, 2015**.

Instruction

Please notify ARINC Industry Activities of your intention to attend by registering online at: <http://www.aviation-ia.com/events/>

Dress code for this meeting is business casual.

Comments or questions regarding any of the agenda items are invited. If you wish any material to be circulated prior to the meeting, please submit your proposals via e-mail to Vic Nagowski by **January 16th, 2015**.

The meeting is open to all interested parties. Individuals requesting time on the agenda should contact Vic Nagowski. The agenda will be finalized one week prior to the meeting and posted to the Industry Activities website.

Meeting Objectives

Some of the issues to be addressed are:

- Coordination among airlines, FAA, Eurocontrol, UK NATS, and other CAAs on evolving ATS datalink programs.
- Continue to work on the evolution to Satellite and other high speed (IP based) air-ground links.
- Review datalink equipage issues, mandates, and advancing datalink applications.

Meeting Schedule

Tuesday, February 3, 2015 – DLK Users Forum

0900-1700 Data Link Programs: US, Latin American, Canadian, NATS, and European

Wednesday, February 4, 2015 – DLK Users Forum

0900-1700 Air Ground Links: ACARS and VDLM2/ATN, Inmarsat, Iridium, AOC Applications, and AEEC datalink standards.

Thursday, February 5, 2015 – Airline Roundtable Discussion

0900-1200 Airline Topics (Airline-Only Participation)

A broad range of topics will be discussed, limited only by the time available. Subjects to be considered will be provided by the DLUF co-chairs prior to the meeting. A more detailed agenda will be posted to the ARINC Industry Activities web site one week prior to the meeting.

**Travel
Information**

The Westin Panama is about 15 miles from the Tocumen International Airport (PTY). You may use a taxi (approximately \$35). Airport transfers (round trip) are available if several meeting attendees are traveling together and can book as a group. The following round trip rates have been negotiated with the transfer company:

- One passenger – \$60.00
- Two passengers – \$30.00 each
- Three passengers – \$28.00 each
- Four passengers – \$26.00 each
- Five + passengers – \$25.00 each

The contact for airport transfer information is:

Ms. Analida de Carles
Email: analida@pesantez-tours.com
Phone: +507 366-9100

cc

DLK

Attachment 1

THE WESTIN

PANAMA

RESERVATION FORM

Copa Airlines

Date: From Monday, 02 February, 2015 to Friday, 06 February, 2015

Block Code: COP02FEB

Room Special Rates for Group:

Deluxe Room:

Single Rate USD\$150.00 + 10% occupancy tax per night in single occupancy

Double Rate USD\$170.00 + 10% occupancy tax per night in double occupancy

Westin Executive-(Executive Floor):

Single Rate USD\$170.00 + 10% occupancy tax per night in single occupancy

Double Rate USD\$190.00 + 10% occupancy tax per night in double occupancy

Business Suite:

Single Rate USD\$250.00 + 10% occupancy tax per night in single occupancy

Double Rate USD\$270.00 + 10% occupancy tax per night in double occupancy

Rate includes:

- Breakfast buffet at Costa Nova Restaurant
- Wireless internet in sleeping rooms and common areas

Room rates are per room per night, subject to availability and stated in USD. Hotel room rates are subject to applicable occupancy tax of 10%, in effect at the time of check in. There is no extra fee for children under 12 years of age when sharing with parents. A surcharge of US\$20.00 plus taxes with breakfast included applies per 3rd and 4th person in a room / per night.

Maximum number of guests per room is three adults or 2 adults and 2 children (under 12 years).

The hotel cannot guarantee any additional beds or sleeping beds or sleeping's accommodations for the contracted room types including suites.

Gratuities/ Service Charge

The hotel will charge: Housekeeping US\$2.00 per room, per night.

Bellmen gratuities are discretionary, US\$4.00 per person, round trip.

Rates per room, per night in USD. Please note that **check-in** is possible as of **3:00 p.m.** and **check-out** is required by **12:00 hrs noon**. Arrange directly with the Hotel should your requirements differ.

Group rate is applicable 3 days for pre and post group dates upon availability.

Copa Airlines has secured accommodation on your behalf. This rate will be available until **January 12th, 2015**.

Furthermore, after this date, all rooms and rates will be subject to the hotel's room and rates availability at the moment of request. Hotel will honor the rate for those guests who arrive 3 days prior the meeting and stays 3 days before de period established for the meeting.

How to Book:

Complete this hotel booking form and send it by email to our Reservations Department of **The Westin Panama** to groups@bernhotelspanama.com or by fax +507 214-1002/214-1003. If you have any question please contact our reservations department at +507 304-9858.

How to pay & guarantee your accommodation:

The room will be charged equivalent to the first night at the moment the reservation is requested. Guest must complete credit card information.

Cancellations, Changes and No Show

Changes, modifications or cancellations (including anticipated departures or late arrivals) will be allowed until **January 26th, 2015**. If cancellation or No Show will charge 1 night stay. After this date or once the client has checked in, 100% of the original booking will be charged, plus any other additional dates in the event of early arrivals or extended departures.

THE WESTIN

PANAMA

RESERVATION FORM

Copa Airlines

Date: From Monday, 02 February, 2015 to Friday, 06 February, 2015

Block Code: COP02FEB

PLEASE COMPLETE THE FOLLOWING INFORMATION:

First Name: _____ Last Name: _____

Accompanying person: _____

Address: _____

Telephone: _____

Fax: _____ Email: _____

Room: Single Deluxe Double Deluxe Business Suite

Arrival Date: _____ Departure Date: _____

Type of Credit Card: Mastercard Visa Amex

Card Number: _____ Expiry Date: _____

Name shown on card: _____

Card's holder billing address: _____

SPP Program N°: _____

Declaration of Consent:

I understand and accept the cancellation clause explained above and authorize the Hotel to charge my credit card if I may incur in penalty.

Signed: _____ Date: _____