

THE ASSOCIATION OF AVIATION MEDICAL EXAMINERS



42nd ANNUAL SCIENTIFIC MEETING 5 March 2022, Crowne Plaza Liverpool – John Lennon Airport Hotel

Dear Colleagues,

We have great pleasure in inviting you to the Association of Aviation Medical Examiners' Annual Scientific Meeting to be held in Liverpool over the weekend of 4-6th March 2022.

To register your place at the 42nd Annual Scientific Meeting, [please click here](#)

All AAME members should enter their surname, with a capital first letter followed by the number '22' in the discount code box, i.e Smith22 to claim the AAME members rates.

If you have not yet renewed your AAME membership for 2021-2022 year, then [please click here](#) to be taken to the online membership subscription page.

This year's Scientific Meeting and Gala dinner will be held in the Crowne Plaza Liverpool John Lennon Airport, a Grade 2 listed, Art Deco original terminal building and air traffic control tower at the former Speke Airport.

We are currently finalising the scientific programme, but this will include a good mix of relevant aeromedical clinical topics. The programme will be confirmed as soon as possible and posted on the AAME Hub and emailed out to registered attendees.

We will once again be holding the Association's Annual General Meeting during the lunch break of the scientific meeting – please attend and let your committee know your thoughts and priorities for the Association as a whole. Lucinda, Hugh and myself have all completed a three year term as Hon Secretary, Treasurer and Chair respectively and will be stepping down from our Committee roles at this time. It is now more important than ever that we have willing volunteers to continue to move the Association forwards so please consider stepping up to help run the Association in whatever way you are able; please do not hesitate to contact any of us to discuss what this involves and how you may be able to assist.

As in recent years, we will be holding a case discussion session in the hotel on the Friday evening, starting at 1830. This additional educational session has proven to be both popular and valuable, but will be limited to the room capacity of 50 participants, so please book early to ensure your place.

We look forward to welcoming you all to Liverpool.

Dr Helen Hoar, Chair AAME

On behalf of the 2021 AAME Scientific Sub-Committee

Dr Patrick Davey, Dr Helen Hoar, Dr Lucinda Homer, Dr Emma Ramsay

REGISTRATION METHOD:

ONLINE



To register online and pay by credit/debit card please visit: www.aame.org.uk and click onto the **EVENTS** tab. You will then find a link to the booking platform <https://event.bookitbee.com/36807/association-of-aviation-medical-examiners-42nd-ann> where you can process your registration.

On the registration homepage delegates will have a selection of tickets to choose from. Please select whether you are a AAME Member or Non-Member and if you will be attending the Gala Dinner and the Friday Evening workshop.

Step 1: If you are an AAME Member, please ensure you select the AAME Member delegate ticket or the AAME Member Package ticket (as shown below). Please ensure you select a quantity for each ticket you are purchasing and then click 'continue.'

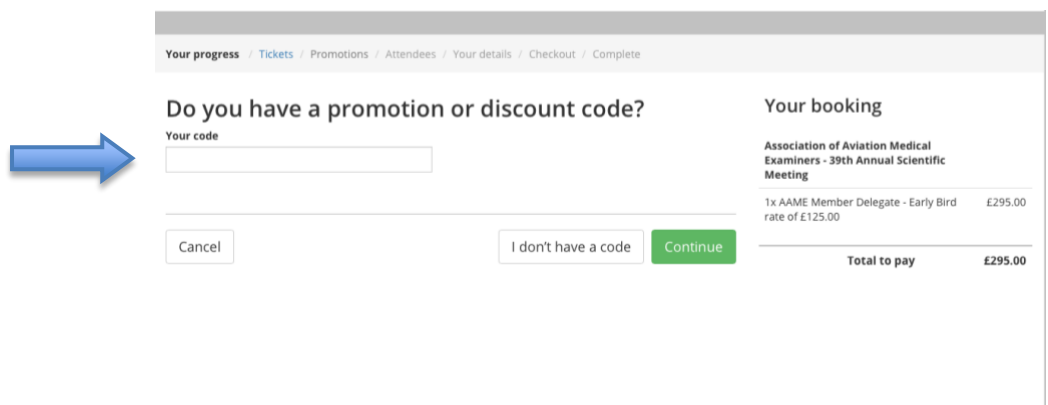
| Ticket | Price | Quantity |
|-----------------------------------------------------------------------------------------------------------------|---------|----------|
| AAME Member Delegate - Early Bird Rate of £135.00 | £300.00 | 0 |
| AAME Member Rate - please enter your discount code when registering. | | |
| AAME Member Package - Early Bird Rate of £200.00 | £365.00 | 0 |
| AAME/SAAME Member Delegate and Gala Dinner Package - please enter your discount code when registering. | | |
| Non Member Delegate - Standard rate of £300.00 | £300.00 | 0 |
| Non member rate | | |
| Gala Dinner | £70.00 | 0 |
| Black tie event to include, arrival glass of sparkling wine, three course meal, third bottle of wine and coffee | | |
| Friday Evening Session | £20.00 | 0 |
| Join us at our pre meeting workshop on Friday 4 March at Crowne Plaza Liverpool - John Lennon Airport Hotel | | |

Prices in GBP - UK Pound Sterling
Promotion and discount codes can be entered on the next page.



Step 2: You will then land on the next page, where members can enter their discount code. If you are a non-member you can click 'I don't have a code'.

Members need to enter their surname, with a capital first letter followed by the number '22' in the discount code box, i.e Smith22. The code will automatically take off the discount once you click continue.



Your progress / Tickets / Promotions / Attendees / Your details / Checkout / Complete

Do you have a promotion or discount code?

Your code

Cancel I don't have a code Continue

Your booking

Association of Aviation Medical Examiners - 39th Annual Scientific Meeting

1x AAME Member Delegate - Early Bird rate of £125.00 £295.00

Total to pay £295.00

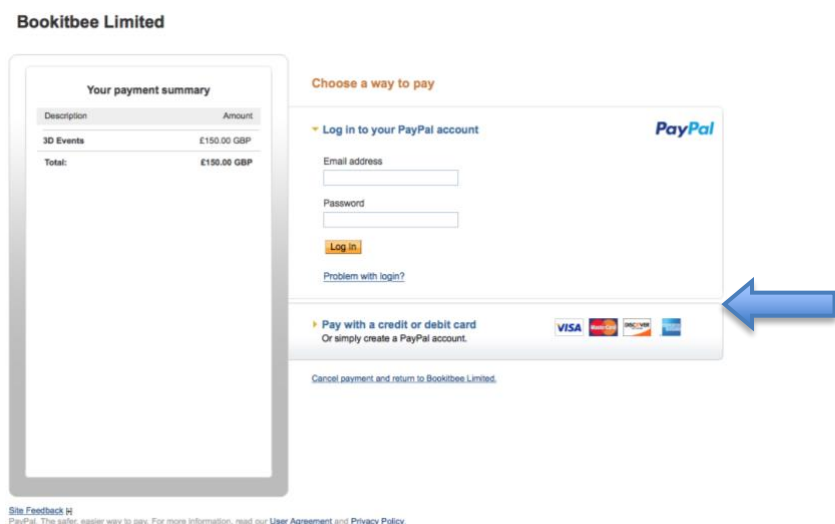
Step 3: Once on the next page, you will be asked to complete all the registration fields, with your personal data.

Step 4: Once you have completed the registration field page, you will be taken to the terms and conditions. Please ensure that you read and accept these before continuing onto the payment page.

Step 5: When you reach the payment stage you can either pay with PayPal or pay with credit/debit card. If your credit/debit card is already linked to a PayPal account, you will need to choose the pay with PayPal option and log into your account before making the payment with your card.

NB

Please note that the online system processes payment and registrations at the time of booking using the secure facilities of BookitBee and PayPal. You will receive a confirmation of registration from Bookitbee which will provide an attachment to your ticket(s) to be printed and a payment receipt on completion of booking from PayPal.



REGISTRATION CONFIRMATION

Pre-registration will end at 5pm on Wednesday 4th March 2020. Registration online payments received after this date will not be processed.

Registrations of attendance at the venue can only be made after prior agreement with the administration team (via aame@3dperformance.co.uk)

In order to minimise administrative costs, confirmation of registration will be sent by email. Please, therefore, provide a valid email address on your registration form.

REGISTRATION FEES

To qualify for the early rate, registration forms and payment must have been **received** no later than **5pm on Friday 28th January 2022**. If you are registering by post please allow three working days for postal delivery.

| RATE | EARLY | STANDARD |
|------------------------------------------------------------|-------------------------------------------------------|------------------------------------------------------|
| Form Received: | Before 5pm Friday 28th January 2022 | After 5pm Friday 28th January 2022 |
| AAME / SAAME MEMBERS | £ 135.00 inc VAT per person | £ 155.00 inc VAT per person |
| AAME MEMBERS; DELEGATE AND GALA DINNER PACKAGE DEAL | £ 200.00 inc VAT per person | £ 220.00 inc VAT per person |
| NON-MEMBER | £ 300.00 inc VAT per person | £ 300.00 inc VAT per person |
| GALA DINNER | £ 70.00 inc VAT per person | £ 70.00 inc VAT per person |
| FRIDAY EVENING SESSION | £ 20.00 inc VAT per person | £ 20.00 inc VAT per person |

Please note: backdated cheques do not qualify for early registration fees.

The registration fee for delegates includes:

- Full conference programme
- Your conference badge
- Your conference certificate
- Conference booklet: itinerary, speakers' profiles and delegate list
- AGM on Saturday 5th March 2022
- Car Parking

Food and Beverage

- Tea, coffee and biscuits on arrival
- Mid-morning coffee and biscuits
- Hot Finger Buffet lunch
- Afternoon tea and biscuits
- Mineral water, pens and paper

GETTING TO THE Crowne Plaza Liverpool – John Lennon Airport Hotel

Address

Crowne Plaza Liverpool – John Lennon Airport Hotel
Speke Boulevard
Liverpool, Merseyside
L24 8QD

By Road

For road directions please visit the following link <https://www.cpliverpool-johnlennonairport.co.uk/location.html>

DELEGATE PARKING

The Crowne Plaza Liverpool – John Lennon Airport Hotel offers free parking to all delegates. Please give your car registration to reception on arrival.

AAME MEMBERSHIP

To qualify for the membership rate, you must have paid your annual subscription fee of £85.00 valid for the period 1st June 2021 - 31st May 2022.

Please visit <https://event.bookitbee.com/33030/association-of-aviation-medical-examiners-aame-a-2> if your payment has lapsed, or you wish to join the Association.

For membership enquiries or to check your membership number please contact: aame@3dperformance.co.uk

PAYMENT

3D Events is the official event organisers of the 42nd Annual Scientific Meeting. All administration including payment transactions will be managed by 3D Events, who are located in Jersey, Channel Islands.

Please note that **PAYPAL*3DEVENTS** will appear on your bank or credit card statements and not AAME.

PAYMENT METHODS

Please note that payment will be accepted in Pound Sterling only (GBP).

We kindly ask all delegates to pay **online** via the booking system however if you experience any issues with your credit/debit card please contact the meeting team on aame@3dperformance.co.uk to find out about alternative payment methods.

MAKING A CREDIT OR DEBIT CARD PAYMENT

Payment can be made via one of the following cards:

Visa // MasterCard // Visa Delta // Maestro // Solo

If paying from overseas, please be aware that your card will be debited in Pound Sterling (GBP). AAME cannot be held responsible for any fluctuations in the rate of exchange or charges made for the transaction.

Important Note:

Bookitbee and PayPal is integrated into our online registration system. Bookitbee allows us to process your registrations and PayPal allows us to take payment and provide a confirmation invoice/receipt with immediate effect on registration.

Payments will show as **PAYPAL*3DEVENTS** on your bank or credit card statements.

CANCELLATION POLICY

Please refer to the terms and conditions of booking by visiting: <https://event.bookitbee.com/36807/terms>

The terms and conditions will be available to read and accept before completing your payment on the booking platform.

Delegates should ensure that they have adequate insurance cover.

ACCOMMODATION

All delegates are responsible for booking and paying for their own accommodation directly with Crowne Plaza Liverpool – John Lennon Airport Hotel or another accommodation venue should you prefer to not stay at our official accommodation partner hotel.

A special conference rate has been negotiated on your behalf at the Crowne Plaza Liverpool – John Lennon Airport Hotel. In order to gain preferential treatment, you must book **before 31st January 2022**. When booking please quote the code **TD4** and the room will be allocated at the special rate arranged by 3D Events.

Important Note:

Please note that these rooms are offered on a first come first serve basis so it is essential that you book your accommodation as soon as possible.

CROWNE PLAZA LIVERPOOL – JOHN LENNON AIRPORT HOTEL

As one of the premier luxury hotels in Liverpool, Crowne Plaza – John Lennon Airport is full of historic character and built within the original Grade 2 Listed Art Deco Liverpool airport terminal.

The hotel is conveniently located just 7 miles from Liverpool city centre, 1 mile from Liverpool John Lennon Airport and Liverpool South Parkway rail station.

Guests will be provided with;

- WIFI internet.
- Satellite TV
- Tea and coffee making facilities.
- Breakfast is included in the room rate.

Bookings should be made directly with the hotel (see contact details below) and all usual cancellation policies will apply. For further details of the accommodation please visit: <https://www.cpliverpool-johnlennonairport.co.uk/rooms/>

**CROWNE PLAZA LIVERPOOL – JOHN LENNON AIRPORT HOTEL; ONSITE ACCOMODATION RATES:
AVAILABLE 04-06 MARCH 2022**

A special conference rate has been negotiated on your behalf. In order to gain preferential treatment, you must book **before 31st January 2022**. When booking please quote the code **TD4** and the room will be allocated at the special rate arranged by 3D Events

| Room Type | AAME Delegate B&B Rate per room per night (inc VAT) |
|------------------------------------|----------------------------------------------------------------|
| Friday – Single Occupancy | £70.00 per room |
| Friday – Double Occupancy | £90.00 per room |
| Saturday – Single Occupancy | £ 90.00 per room |
| Saturday – Double Occupancy | £ 110.00 per room |

Accommodation rates are inclusive of VAT at 20% and full English breakfast.

CROWNE PLAZA LIVERPOOL – JOHN LENNON AIRPORT HOTEL - ACCOMODATION BOOKING INSTRUCTIONS

To book accommodation, delegates should contact the hotel direct: <https://www.cpliverpool-johnlennonairport.co.uk/rooms/>

All reservations must be guaranteed with a credit card at the time of the booking and all guests are responsible for settling all charges on departure.

General Information

Crowne Plaza Liverpool – John Lennon Airport Hotel
Speke Boulevard
Liverpool, Merseyside
L24 8QD

Email: frontdesk.cpliverpool@kewgreen.co.uk
Phone: 01514945000

SOCIAL PROGRAMME

FRIDAY 4th MARCH 2022 – PRE-CONFERENCE WORKSHOP

This year we are again holding a pre-conference interactive case management workshop. It will run on Friday evening from 6.30pm - 8.00pm at the Crowne Plaza Liverpool – John Lennon Airport Hotel, so you will still have plenty of time for a sociable dinner afterwards. The session is limited to 50 places and is bookable here - <https://event.bookitbee.com/36807/association-of-aviation-medical-examiners-42nd-ann>

Please make sure that you book early, to avoid disappointment.

SATURDAY 5th MARCH 2022 – GALA DINNER

Following the meeting there will be the traditional gala dinner, beginning with pre-dinner drinks and concluding with dinner, and speeches. The evening provides a great opportunity to catch up with friends and colleagues.

Dress code for the evening will be Black Tie or national costume and the committee looks forward to welcoming you for what will be another fantastic evening with industry colleagues.

To book your places at a cost of £70.00 inc. VAT per person, please complete the number of places required when booking online. The private dining experience is inclusive of pre-dinner drink; three course menu, a third of a bottle of wine, and coffee.

You can book for your Gala Dinner place(s) here - <https://event.bookitbee.com/36807/association-of-aviation-medical-examiners-42nd-ann>

QUESTIONS

For all enquiries please:

Email the administration team on aame@3dperformance.co.uk

Or

Telephone the administration team on +44 (0) 1534 505926

(Please note that responses to your emails will be made during normal office hours, Monday - Friday, 0900 - 1700 hours).