

IBA MID-YEAR MEETINGS



Paris, 21–23 May 2009

Working and social programme

All meetings will take place at:
InterContinental Paris – Le Grand Hotel
2 rue Scribe
Paris 75009
France
Tel: +33 (1) 4007 3232
Fax: +33 (1) 4266 1251
Website: www.InterContinental.com

NOTE: All meetings are closed for specifically invited participants only, except as indicated below.

If you have any queries about which meetings you are to attend, please contact Lisa Raynor (LPD) at lisa.raynor@int-bar.org or Sibylle Duell (PPID) at sibylle.duell@int-bar.org.

Thursday 21 May

0800 – 1000	IBA Officers' meeting
0800 – 1000	LPD Officers' meeting
0800 – 1000	PPID Officers' meeting
1000 – 1200	WTO Working Group Officers' meeting
1000 – 1430	IBA Management Board meeting and lunch
1530 – 1700	Regional Fora meeting <i>Regional forum officers only are invited.</i>
1530 – 1830	HRI Council meeting <i>All HRI officers and council members are invited.</i>
1600 – 1800	IBA Eligible Fund Committee meeting

Friday 22 May

0800 – 1000	IBA Foundation meeting
0800 – 1200	BIC Closed Policy Committee meeting <i>Off site meeting</i>
0800 – 1000	Law Firm Management Committee Officers and Advisory Board Members meeting
0800 – 0900	Professional Conduct Committee meeting
0830 – 1000	LPD and PPID Committee Officers training <i>All officers of sections, committees, and fora are invited to attend this training, which will provide a best-practices guide on how to work with their membership and fellow officers. The training will cover areas such as working with the IBA office, general policies to be aware of, conference planning, special project planning, formulation of business plans, budgets, communication with members, and publications. Attendance is optional but strongly recommend for committee officers who have not served in any role before.</i>
0900 – 1000	IBA Constitution Committee meeting
1000 – 1230	LPD Council meeting <i>LPD Division Officers and Council members only are invited.</i>
1000 – 1230	PPID Council meeting <i>PPID Division Officers and Council members only are invited.</i>
1000 – 1100	IBA Computers and Database Committee meeting
1030 – 1200	IBA Credentials Committee meeting
1100 – 1200	WTO training session for bar associations <i>All bar representatives are invited.</i>
1200 – 1300	Bar Executives lunch <i>By invitation only.</i>
1200 – 1300	Legal Profession and World Organisations Committee meeting <i>All officers of sections, committees and fora are invited.</i>
1230 – 1400	Buffet lunch <i>All officers of sections, committees and fora are invited.</i>
1300 – 1400	IBA Nominations Committee meeting
1400 – 1700	LPD Council, Committee and Forum Officers' meeting <i>All officers of LPD sections, committees, and fora are invited.</i>
1400 – 1700	PPID Council and Constituent Officers' meeting <i>All officers of PPID committees and other entities are invited.</i>
1400 – 1700	BIC Open Forum <i>All bar representatives are invited.</i>
1900	Cocktail reception <i>All attendees of all meetings are invited.</i> <i>Hosted by</i> <i>Jacques Buhart Herbert Smith</i> <i>Jean-Marie Burguburu Ordre des Avocats de Paris</i> <i>Olivier Cousi Gide Loyrette Nouel; Bar Representative, Ordre des Avocats de Paris</i> <i>Bertrand Debosque Conseil National des Barreaux</i> <i>Alain de Foucaud Taylor Wessing ; Council Representative, Conseil National des Barreaux</i> <i>Charles-Henri De Pardieu De Pardieu Brocas Maffei</i> <i>Frank Natali Conseil National des Barreaux</i> <i>Anne Souleliac Ordre des Avocats de Paris</i> <i>Bernard Vatieer Vatieer & Associes; Bar Representative, Ordre des Avocats de Paris</i> <i>Further details to follow. Please indicate on the registration form if you and your guest(s) will attend.</i>

Saturday 23 May

0900 – 1200 **LPD Council Liaison Officers and Section Officers meetings**

*This room and time has been reserved for those LPD committee officers who would like to meet with their LPD Council Liaison Officers (CLOs) at that time. Meetings should be agreed **directly** between the committees' officers and the CLOs. Meetings at other places and times may be agreed if preferred.*

0930 – 1330 **IBA Council meeting**

Sign in opens at 0900.

Registration form

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Personal details *(Please attach your business card or write in block capitals)*

Title _____ Given name _____ Family name _____

Name and country to be shown on badge *(if different from above)* _____

IBA membership number *(if applicable)* _____ Date of birth _____

Firm/company/organisation _____

Address _____

Tel _____ Fax _____

E-mail _____

Special dietary requirements _____

Guest registration

Council members and Committee officers are requested to register their guests. This entitles them to attend the hosted reception on Friday 22 May.

Guest(s)

1 _____ Special dietary requirements _____

2 _____ Special dietary requirements _____

Evening social function

The Paris Bar, Conseil National des Barreaux and local law firms will be hosting an evening reception in Paris on Friday 22nd May. Due to the exclusive nature of this event details will be circulated nearer the time.

I will not attend

I wish to attend the hosted reception on Friday 22 May

Number of tickets _____ x _____ (max 3)

This event is open to all attendees of the Mid-Year Meetings and their registered guests.

There is no charge for this event, but you must indicate whether or not you will attend.

Hotel accommodation

A limited number of rooms have been reserved at the InterContinental Paris Le Grand for the nights 20 – 23 May inclusive. Please use the attached accommodation booking form to make your reservation.

Please return the completed form to:

Helen Bakal

International Bar Association

10th Floor, 1 Stephen Street, London W1T 1AT, United Kingdom

Tel: +44 (0)20 7691 6868 Fax: +44 (0)20 7691 6545 Fax: +44 (0)20 7691 6544

E-mail: helen.bakal@int-bar.org Website: www.ibanet.org

Accommodation form

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Ref: RJY

Please return the completed form, before **30 April**, to:

Diane De Fournoux
InterContinental Paris Le Grand
2 rue Scribe, 75009 Paris, France
Tel: +33 (1) 4007 3535 Fax: +33 (1) 4007 3694
E-mail: diane.defournoux@ihg.com

Personal details *(Please attach your business card or write in block capitals)*

Title _____ Given name _____ Family name _____

Name and country to be shown on badge *(if different from above)* _____

IBA membership number *(if applicable)* _____ Date of birth _____

Firm/company/organisation _____

Address _____

Tel _____ Fax _____

E-mail _____

€430 PER ROOM PER NIGHT, SINGLE OR DOUBLE OCCUPANCY

Accommodation requirements

The above rates are inclusive of tax and service but exclude breakfast.

Please book (subject to availability):

Number of rooms per night _____ Number of guests per room _____

Number of nights _____

Arrival date _____ Departure date _____

Special requests _____

(We will do our best to accommodate these requests but cannot make any guarantees.)

ANY RESERVATION MADE AFTER **30 APRIL** WILL BE SUBJECT TO AVAILABILITY AND CANNOT BE GUARANTEED AT THE SPECIAL IBA RATE. AS A LIMITED NUMBER OF ROOMS HAVE BEEN BLOCKED AT THE HOTEL, AVAILABILITY CANNOT BE GUARANTEED ONCE THE ROOM BLOCK IS FULL.

CANCELLATION CONDITIONS: ANY CANCELLATION MADE WITHIN 72 HOURS OF ARRIVAL AND NO-SHOWS WILL BE CHARGED TO THE CREDIT CARD BELOW. PRIOR TO THIS DEADLINE CANCELLATION FEES DO NOT APPLY.

Accommodation guarantee

Reservations cannot be made without a valid credit card number (Visa, MasterCard, American Express and Diners are accepted)

Type of card _____ Expiry date _____

Name on card _____

Card number _____

Signature _____ Date _____

DELEGATES ARE RESPONSIBLE FOR MAKING ACCOMMODATION RESERVATIONS DIRECTLY WITH THE HOTEL AND ENTERING INTO AN AGREEMENT WITH THE HOTEL REGARDING CREDIT CARD GUARANTEES, CANCELLATION TERMS AND CONDITIONS, AND ROOM RATES (SHOULD THESE DIFFER FROM THE SPECIAL IBA RATE). THE IBA CANNOT ACCEPT RESPONSIBILITY FOR HOTEL ACCOMMODATION DISPUTES BETWEEN A DELEGATE AND THE HOTEL.