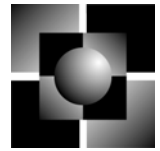




**American Association of Airport Executives
Aviation Management Consulting Group
Sponsor Assurances, Leasing Policies, and Minimum Standards
May 6-7, 2008 (Van Nuys, California)
Workshop Agenda**



Tuesday, May 6th

- 8:30 - 9:00 am REGISTRATION AND CONTINENTAL BREAKFAST
9:00 - 9:30 am INTRODUCTIONS, HOUSEKEEPING, AND WORKSHOP OVERVIEW
9:30 - 10:30 am AIRPORT (SPONSOR) ASSURANCES – PART 1
Background and Key Assurances (Compliance Requirements)
10:30 - 10:45 am *Refreshment Break*
10:45 - 12:00 pm AIRPORT (SPONSOR) ASSURANCES – PART 2
Complaints (Informal and Formal), Enforcement, and Questions
12:00 - 1:30 pm *Luncheon*
1:30 - 2:30 pm PRIMARY GUIDING DOCUMENTS – PART 1
Introduction, Terminology, and Specific Documents (Overview)
2:30 - 2:45 pm *Refreshment Break*
2:45 - 3:45 pm PRIMARY GUIDING DOCUMENTS – PART 2
Specific Documents, Development Process, and Questions
3:45 - 4:00 pm *Refreshment Break*
4:00 - 5:00 pm OPEN DISCUSSION/CASE STUDIES/QUESTIONS AND ANSWERS (DAY 1)

Wednesday, May 7th

- 8:30 - 9:00 am REGISTRATION AND CONTINENTAL BREAKFAST
9:00 - 10:30 am LEASE/RATES AND CHARGES POLICY
Introduction (Overview), Leasing Land and Improvements, Agreements, and Rents
and Fees
10:30 - 10:45 am *Refreshment Break*
10:45 - 12:00 pm MINIMUM STANDARDS – PART 1
Introduction (Overview), General Requirements, and FBO Standards
12:00 - 1:30 pm *Luncheon*
1:30 - 2:30 pm MINIMUM STANDARDS – PART 2
SASO Standards, Commercial Aeronautical Activities Permit, Non-Commercial
Activities, and Questions
2:30 - 2:45 pm *Refreshment Break*
2:45 - 3:45 pm RULES AND REGULATIONS
Introduction (Overview), General, Aircraft, Vehicle, Lessee, Fuel, and Questions
3:45 - 4:00 pm *Refreshment Break*
4:00 - 4:30 pm OPEN DISCUSSION/CASE STUDIES/QUESTIONS AND ANSWERS (DAY 2)
4:30 - 5:00 pm WORKSHOP CONCLUSION