



Above Photos: Greg Black, Queen's University Photographer; & City of Kingston <http://www.cityofkingston.ca/photogallery>

Co-Chairs : Mark F. Green and Marie-Anne Erki
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30 September 2010

Douglas Salloum, BSc (Civil Eng.), MBA, PMP
Executive Director, CSCE
4877 Sherbrooke St. W., Westmount, QC H3Z 1G9

Dear Mr. Salloum,

**Re: Sixth International Conference on Advanced Composite Materials
in Bridges and Structures, ACMBS-VI**

The Sixth International Conference on Advanced Composite Materials in Bridges and Structures, ACMBS-VI, will be held in Kingston, Ontario from 22-25 May 2012. The potential venues are the Four Points Hotel and/or Queen's University. The ACMBS conferences have always had a high standing within the international structural engineering community. The success of the previous five ACMBS conferences has established this event as the premier forum for exchange of knowledge and experience on applications of advanced composites in bridges and other structures. The ACMBS conference is one of the many activities of the CSCE Structures Division with CSCE as the sole sponsor having full financial responsibility for the event.

Queen's University and the Royal Military College of Canada (RMC) in collaboration with the ISIS Canada Network Association are pleased to organize ACMBS-VI on behalf of CSCE. Preparations for the conference have already commenced. In accordance with past practice, we are writing on behalf of the organizing committee to ask CSCE to contribute seed money in the amount of \$10,000 to cover initial costs of the conference. As organizers of this conference, our understanding is that all profits and losses are to the account of CSCE with Queen's, RMC, and ISIS having no financial responsibility whatsoever.

A list of local organizing committee members and a preliminary budget for the Conference are attached. Thank you for your consideration and please do not hesitate to contact us should further information be required.

Sincerely,

Dr. Mark F. Green
Co-Chair, ACMBS-VI

Dr. Marie-Anne Erki
Co-Chair, ACMBS-VI

cc. John Newhook, Mamdouh El-Badry, ACMBS 2012 organizing committee



Sixth International Conference on Advanced Composite Materials in Bridges and Structures (ACMBS-VI)
22-25 May 2012
Four Points Hotel or Queen's University, Kingston, Ontario

EXPENSES	Number of Delegates			
	250	200	150	120
Stationery and office supplies	1,500.00	1,500.00	1,500.00	1,500.00
Printing (Brochures & Technical Programs)	6,000.00	6,000.00	6,000.00	6,000.00
Postage, courier and freight	2,000.00	2,000.00	2,000.00	2,000.00
Conference management fees (\$50 per delegate)	12,500.00	10,000.00	7,500.00	6,000.00
Organizing Committee Expenses	1,000.00	1,000.00	1,000.00	1,000.00
Refunds on Cancellations	6,000.00	4,800.00	3,600.00	3,600.00
Hotel Charges (meeting rooms, welcoming reception, breakfasts, lunches, coffee, banquet) - fixed costs of \$10,000 plus food costs of \$270 per person based on estimate provided by Four Points	77,500.00	64,000.00	50,500.00	42,400.00
Companion Program \$200 / person [50 - 40 - 30 - 25 people] [Welcoming reception, banquet, breakfasts, 2 outings]	10,000.00	8,000.00	6,000.00	4,800.00
Social Evening (\$75.00 / person)	18,750.00	15,000.00	11,250.00	9,000.00
Registration Kits (\$30.00 / person)	7,500.00	6,000.00	4,500.00	3,600.00
Proceedings (\$75.00 /copy & order 100 extra copies)	26,250.00	22,500.00	18,750.00	16,500.00
Audio Visual Services	8,000.00	8,000.00	8,000.00	8,000.00
Guest Speaker Costs (includes fees for 6 keynote speakers)	12,000.00	12,000.00	12,000.00	12,000.00
Awards and Gifts	600.00	600.00	600.00	600.00
Miscellaneous Conference Fees	2,500.00	2,500.00	2,500.00	2,500.00
Credit Card Fees (3%)	8,152.50	6,630.00	5,137.50	4,230.00
SUBTOTAL	200,502.50	170,730.00	140,987.50	123,850.00
HST	26,065.33	22,194.90	18,328.38	16,100.50
TOTAL	226,567.83	192,924.90	159,315.88	139,950.50
REVENUE				
Registrations (\$900 average)	225,000.00	180,000.00	135,000.00	108,000.00
Companion (\$200) [50 - 40 - 30 - 25 people]	10,000.00	8,000.00	7,000.00	6,000.00
Social Evening (\$75.00 / person)	18,750.00	15,000.00	11,250.00	9,000.00
Sale of Proceedings (100 at \$100)	10,000.00	10,000.00	10,000.00	10,000.00
Sponsorship	3,000.00	3,000.00	3,000.00	3,000.00
Exhibition (5 exhibits @ \$1000)	5,000.00	5,000.00	5,000.00	5,000.00
TOTAL REVENUE	271,750.00	221,000.00	171,250.00	141,000.00
PROFIT / LOSS	45,182.18	28,075.10	11,934.13	1,049.50

ACMBS 2012 Local Organizing Committee

22-25 May 2012, Kingston, Ontario

Co-chairs: Mark F. Green (Queen's)

Marie-Anne Erki (RMC)

Technical program co-chairs:

R. Gordon Wight (RMC)

Amir Z. Fam (Queen's)

Members:

George Akhras (RMC)

Patrick J. Heffernan (RMC)

Neil Hault (Queen's)

Colin MacDougall (Queen's)

Rusmir Tanovic (RMC)