



# Federal Aviation Administration

JUN 12 2015

Dear Safety Colleague:

As a follow-up to my December 2014 Save the Date letter, I am pleased to invite you to the Federal Aviation Administration's **2015 Global Manufacturing Meeting, scheduled for September 1, 2015 through September 3, 2015**, in Arlington, Virginia just outside Washington, DC. Due to extreme time constraints, this electronic letter will serve as your formal invitation letter. You will not receive a separate invitation by mail.

The meeting will take place at the Crystal Gateway Marriott, 1700 Jefferson Davis Highway, Arlington, Virginia 22202, +1-703-920-3230. Attendees are responsible for making their own hotel and transportation arrangements. To facilitate your travel plans, we have reserved a block of 75 rooms at the hotel. Please visit

[https://resweb.passkey.com/Resweb.do?mode=welcome\\_ei\\_new&eventID=13936590](https://resweb.passkey.com/Resweb.do?mode=welcome_ei_new&eventID=13936590)

to make, modify, or cancel your hotel reservations, as well as receive updated information about the meeting. You may also contact the hotel directly. Although the meeting will take place at the Marriott, please don't hesitate to consider other hotels in the area that may better suit your travel needs.

We look forward to your participation in this important meeting. If you have any questions, or need any additional information, please contact our team leader, Galvin Coimbre, or Evelyn Brown at [9-AIR-2015-GM-Meeting@faa.gov](mailto:9-AIR-2015-GM-Meeting@faa.gov). Please feel free to share this invitation with any other individuals in your organization who may be interested in attending.

Sincerely,

A handwritten signature in blue ink, appearing to read "Dorenda D. Baker".

Dorenda D. Baker  
Director, Aircraft Certification Service