

EuP Group Analysis: Lot6 – Air conditioning and ventilation systems

Dear Registrant,

You are receiving this email because you have registered your interest with the ecohvac.eu website for the above EC project.

This email is to invite you to attend the Second Stakeholder Meeting for this study.

Date: **30th September 2011**

Location: **Centre Conference Albert Borschette (CCAB), rue Froissart, 36, 1049 Brussels, Belgium.**

Maps to the venue can be downloaded from:

<http://www.ecohvac.eu/meetings.htm>

The meeting will take place in Room 3B.

There are 60 places available. Depending on how big the list of confirmed attendances grows, we may be forced to impose a limit.

To confirm your wish to attend this meeting, please email William Li w.li@vhk.nl providing the following details:

1. Your name
2. Your Organisation name
3. Your Identity Number/Passport Number
4. Your Date of Birth

These details are required for entrance into the Centre Conference Albert Borschette of the European Commission.

Deadline for Confirmations: **23th September 2011 at the latest.**

Timing for the day will most likely be 10am to 4pm. Whilst the details for the day have yet to be agreed, the Agenda will very likely cover:

- Introductions
- Morning presentations: tasks 1 to 5, Air conditioning reports
- Afternoon presentations: tasks 1 to 5, Ventilation reports
- Discussions seeking consensus on reports and identifying gaps where stakeholder input is needed.

Best regards,

Philippe Rivière

Project Manager