

Registration Fees and Documentation Requirements

[FIRST ADVANCED AIR MOBILITY SYMPOSIUM \(AAM 2024\)](#) registration categories, their respective costs and documentation requirements are contained in the table below.

Kindly review the information on the **categories, fees and the required documentation**.

If you have any questions, please contact RPASevents@icao.int.

See cancellation policy at the end of this document.

Category	Fees (\$USD)	Reference
Member States and Government Officials	Free of Charge *	
International Organizations		
• Two (2) Registrations	Free of Charge *	List of International Organizations
Additional International Organizations	\$750.00 USD *	
Speakers, Moderators	Free of Charge	
RPASP, AAM SG, UAS-AG Members	Free of Charge *	
ICAO Staff, Resident Delegations	Free of Charge *	
Industry / General Public	\$1500.00 USD	
Start-up and small enterprises*	Free for the first 100 participants to register*	
Academia*		
Academic staff	\$200.00 USD*	
Students	\$ 75 USD (100 seats* available)	
Sponsors		
• Platinum 8 Registrations	Free of Charge*	
• Gold 6 Registrations	Free of Charge*	
• Silver 2 Registrations	Free of Charge*	ICAO Business Development Unit
• Bronze 1 Registrations	Free of Charge*	
Additional Sponsor	\$750.00 USD	
Exhibitors		
• Two (2) Registrations	Free of Charge*	
Additional Exhibitor	\$750.00 USD*	
Media Partners / Supporting Organizations		
• Three (3) Registrations	Free of Charge*	
Additional Media Partner / Supporting Organization	\$400.00 USD*	
Press / Media	Free of Charge	Media Accreditation

*This rate requires prospective attendees to provide the appropriate documentation in order to register (see Documentation Requirements for Registration).

Documentation Requirements for Registration

Member States and Government Officials

A formal **Letter of Designation/Nomination** from a Member State, on official letterhead and signed by the highest authority for the government entity of the State, is required to qualify for free registration(s). The letter should be addressed to the ICAO Secretary General in response to [FIRST ADVANCED AIR MOBILITY SYMPOSIUM \(AAM 2024\) Electronic Bulletin \(EB\) 2023/12](#). Please include the full name, title and email address for each nominee.

Once approved by ICAO, voucher code(s) will be provided to the individuals nominated by the State with instructions on the free registration process.

Please submit the letter of Designation/Nomination to RPASEvents@icao.int.

International Organizations

A formal **Letter of Designation/Nomination** from an international organization (IO), on official letterhead and signed by the Head of the IO, is required to qualify for free registration(s). The letter should be addressed to the ICAO Secretary General in response to [FIRST ADVANCED AIR MOBILITY SYMPOSIUM \(AAM 2024\) Electronic Bulletin \(EB\) 2023/12](#). Please include the full name, title and email address for each nominee.

Once approved by ICAO, voucher code(s) will be provided to the maximum of two (2), nominated individuals with instructions on the free registration process.

Please note that only international organizations which are recognized by ICAO can register to attend in this category. The following link contains a list of **recognized IOs**: [List of International Organizations](#).

Please submit the letter of Designation/Nomination to RPASEvents@icao.int.

Additional International Organization Registrations

Prior to registration and fee payment, the above documentation also applies in order to receive the discounted price prior to registration and fee payment.

Speakers, Moderators, ICAO Expert Groups

Speakers and Moderators

Confirmed speakers will be registered by ICAO and registration information will be provided to them via email.

RPAS Panel, AAM SG and UAS-AG Members

Please notify RPASEvents@icao.int regarding your attendance at [FIRST ADVANCED AIR MOBILITY SYMPOSIUM \(AAM 2024\)](#). Kindly indicate the ICAO expert group(s) you are affiliated with **and** which State or International Organization. Once verified, you will be provided with registration information and a voucher code.

Any queries can to be sent to RPASEvents@icao.int.

ICAO Staff, Resident Delegations

ICAO Staff are invited to register using their ICAO email address. Please see the [FIRST ADVANCED AIR MOBILITY SYMPOSIUM \(AAM 2024\)](#) and click on the registration link on the top right to register.

Resident Delegations

1. Delegations using the email extension **@icao-delegations.org** have been added to the ICAO registration system can register via the DRONE ENABLE 2023 event site at [FIRST ADVANCED AIR MOBILITY SYMPOSIUM \(AAM 2024\)](#) **Electronic Bulletin (EB) 2023/12**.
2. Delegations who do not have an **@icao-delegations.org** email extension are asked to kindly contact RPASEvents@icao.int to notify you wish to register and assistance will be provided.

Start-up and Small Enterprises

Start-up and Small Enterprises are eligible for **1 free registration per enterprise** if either the enterprise has:

1. less than 50 employees and no revenue; or
2. less than 20 employees and revenues for the year 2022 is below 1 million USD

Kindly provide proof of business registration/incorporation, documentation regarding the revenue and employee requirements outlined above.

Additionally, please provide an official nomination letter on company letterhead and signed by the CEO/President, providing the full name and email address of the person attending.

Once approved by ICAO, voucher code will be provided to the individual nominated with instructions for the registration process.

Please submit the letter and documentation to RPASEvents@icao.int.

Academia

Academic employees are requested to provide a **letter** from their respective employer prior to registering for the symposium. This letter, on letterhead, should include the full name, academic institution and email address. Once approval is granted you will be informed that you can proceed to register for the symposium.

Students can contact their registrar office to request documentation of current full-time enrollment.

Kindly send the above-mentioned information to RPASEvents@icao.int for approval by ICAO. Once approval is granted you will be informed that you can proceed to register for the symposium.

Sponsors, Exhibitors, Media Partners / Supporting Organizations

Voucher codes to register will be provided by the ICAO Business Development Unit (BDU) upon contract completion. To request voucher codes, or should you have any questions, please contact BDU at BusinessDevelopment@icao.int.

Additional Representatives - In the above categories, prior to registering at the reduced rate, the contract holder is required to provide the name(s) for approval prior to registration. BusinessDevelopment@icao.int.

Press / Media

Media credentials are required and can be uploaded to the registration portal for approval.

For more information visit [Media Accreditation](#).

Cancellation Policy

1. If you wish to cancel your participation in [FIRST ADVANCED AIR MOBILITY SYMPOSIUM \(AAM 2024\)](#), please login to My Events account and select the event from which you wish to cancel your registration.

2. Registrants who are unable to attend the event will receive a refund (less 30% of the registration fee for administrative charge – minimum charge of \$100) on cancellation requests received 14 calendar days prior to the event start date.

Regrettably, **no refunds** will be granted thereafter.

ICAO reserves the right to cancel any programs and assumes no responsibility for personal expenses.

A substitute registrant **cannot** be designated in lieu of the original registrant.

Contact: RPASEvents@icao.int