

Dear Sir or Madam

The next Gatwick Airport Noise Management Board (NMB) meeting will be held on 31 January 2017. The NMB meeting will be held in the Ascot Suite, Gatwick Airport South Terminal Hilton Hotel, commencing with 09:30 registration and coffee, for a 10:00 prompt start. We expect the meeting and presentations to finish at 13:00.

We would like to take this opportunity to invite you and any guests to the event. This is a public meeting but we will require pre-booked names for attendance, and so I would be grateful if you could email me at [arrivalsreview@gatwickairport.com](mailto:arrivalsreview@gatwickairport.com) with your name, address, and who you are representing, together with these details for those attending with you. Unfortunately, we will not be able to accept un-registered guests.

An agenda for the meeting is attached for your information. The format for the morning will be a Welcome and Introductions by Bo Redeborn, Independent Chairman NMB, followed by an update of progress on the recommendations to date. Members of the audience will have the opportunity to seek clarification from, and to pose questions to, Noise Management Board Members. The intention is also to present a draft work programme for the NMB during 2017/18. Gatwick Airport Ltd will be launching its Arrivals Review Year On Update document, (Arrivals Review recommendation IMM20) at the meeting.

We look forward to welcoming you to the NMB meeting, and I would be grateful if you could email your RSVP by Friday 20 January at the latest. If you are arriving by car, please park in the Gatwick Airport Short Stay Car Park and we will be able to validate your ticket for exit.

With best regards

**Vicki Hughes**  
**NMB Assistant and**  
**Arrivals Review Implementation Manager**