AppCal Support
Default locations of AppCal appointments

Requestor	Recipient	Location pre conference	Location on site
Airline	Coordinator	Meeting location will default to the Coordinators location or 'Your location'	'Your location' will change to the specified table/room location
Airline	Airline	Meeting location will default to the Airline Lounge or 'Our location'	'Our location' will stay the same as Airline Lounge location
Airline	Exhibitors (Sponsors /Trade Associates)	Meeting location will default to the Exhibitor's location or 'Your location'	'Your location' will change to the specified stand number
Airline	IATA	Meeting location will default to IATA's location or 'Your location'	'Your location' will change to the IATA work room
Airline	Virtual Attendees	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'
Coordinator	Coordinator	Meeting location will default to the requesting Coordinator's location or 'Our location'	'Our location' will change to the specified table/room location
Coordinator	Airline	Meeting location will default to the Coordinator's location or 'Our location'	'Our location' will change to the specified table/room location
Coordinator	Exhibitors (Sponsors /Trade Associates)	Meeting location will default to the Exhibitor's location or 'Your location'	'Your location' will change to the specified stand number
Coordinator	IATA	Meeting location will default to IATA's location or 'Your location'	'Your location' will change to the IATA work room
Coordinator	Virtual Attendees	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'

Requestor	Recipient	Location pre conference	Location on site
Exhibitors (Sponsors /Trade Associates)	Coordinator	Meeting location will default to the Exhibitor's location or 'Our location'	'Our location' will change to the specified stand number
Exhibitors (Sponsors /Trade Associates)	Airline	Meeting location will default to the Exhibitor's location or 'Our location'	'Our location' will change to the specified stand number
Exhibitors (Sponsors /Trade Associates)	Exhibitors (Sponsors /Trade Associates)	Meeting location will default to the Exhibitor's location or 'Our location'	'Our location' will change to the specified stand number
Exhibitors (Sponsors /Trade Associates)	IATA	Meeting location will default to IATA's location or 'Your location'	'Your location' will change to the IATA work room
Exhibitors (Sponsors /Trade Associates)	Virtual Attendees	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'
IATA	Coordinator	Meeting location will default to IATA's location or 'Our location'	'Our location' will change to the IATA work room
IATA	Airline	Meeting location will default to IATA's location or 'Our location'	'Our location' will change to the IATA work room
IATA	Exhibitors (Sponsors /Trade Associates)	Meeting location will default to IATA's location or 'Our location'	'Our location' will change to the IATA work room
IATA	IATA	Meeting location will default to IATA's location or 'Our location'	'Our location' will change to the IATA work room
IATA	Virtual Attendees	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'
Virtual Attendees	Coordinator	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'
Virtual Attendees	Airline	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'
Virtual Attendees	Exhibitors (Sponsors /Trade Associates)	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'
Virtual Attendees	IATA	Meeting location will default to 'VIRTUAL SEE NOTES FOR MEETING LOCATION' or 'Your location'	'Your location' will stay the same 'VIRTUAL SEE NOTES FOR MEETING LOCATION'