



**OFFICIAL CALL
TO THE
31st ANNUAL INTERNATIONAL
UAW CHAPLAINCY CONFERENCE**



**April 15-20, 2018
Walter and May Reuther
Family Education Center
Black Lake, (Onaway) Michigan**

January 12, 2018

**To: All Local Union Presidents, Financial Secretaries, Recording Secretaries,
and Local Retiree Chapter Presidents**

Greetings:

The 31st Annual International UAW Chaplaincy Conference will be held at the Walter and May Reuther UAW Family Education Center, April 15-20, 2018.

The 31st UAW Chaplaincy Conference is a Celebration of Great Leadership!!! We are asking all locals to support this Conference by sending an additional number of delegates than previously sent to Chaplaincy Conferences. Those that attend will experience great workshops, fellowship and networking. They will return back to their locals with additional resources that will allow them to better serve the people and leadership of their locals, work locations, and communities. The local leadership is encouraged to attend as their schedule permits to experience the Chaplaincy Conference and join us in honoring Great Leadership!

The Conference will convene on Sunday afternoon at 4:00 p.m., April 15, 2018, and conclude on Friday, April 20, 2018.

Check-in at Black Lake will begin at 1:00 p.m., Sunday, April 15, 2018. Opening Session will begin at 5:00 p.m. Dinner will be served from 6:00 p.m. to 7:00 p.m. Delegates should plan their travel home on Friday, April 20, 2018. It is understood that all delegates must have their respective local union approval in order to attend this Conference.

Those that will be in the choir should bring a White Top and Black Slacks. Also, there is one evening that calls for a formal dress code.

You are reminded that lost time and expenses for delegates who are attending this conference will be the responsibility of the local union. The only exceptions can be found

in the "Special Family Education Center Delegates" section of this conference call letter. The fees for spouses will be the sole responsibility of the delegate and must be paid in advance.

Registration

Delegates must complete the enclosed registration forms and return them, prior to **March 1, 2018, to their Regional Office**, along with a check or money order in the amount of \$650 per delegate or \$1,195 if spouse attends. **(NO CHILDREN OR OTHER DEPENDENTS ARE PERMITTED)**. Checks should be made payable to *International Union, UAW*.

Note: 1. It's imperative to register and send payment by March 1, 2018.

Note: 2. Chaplaincy Executive Officers, Board Members and Regional Coordinators are designated delegates to the Conference.

Note: 3. Some delegates will be needed on Saturday, April 14, 2018, to set up for registration and conference preparation.

Note: 4. Subsidized delegates – local unions will pay a special registration fee of \$150 (five (5) per region).

Note: 5. DELEGATES THAT ARE FLYING MUST SCHEDULE THEIR FLIGHTS VIA THE FOLLOWING LINK:

<http://www.cvent.com/d/gtqx20>

Transportation

Local Unions are responsible for transportation for delegates whose work sites are less than 500 miles away.

Transportation will be provided for delegates whose work sites are over 500 miles one-way from the UAW Family Education Center. For delegates over 500 miles one-way there is the option of flying or driving. Upon completion of the conference, travel will be reimbursed in the following manner:

Driving

The driver whose automobile is driven to the Center will receive the IRS approved rate of \$0.535 per mile for miles over 1,000. Local Unions sending delegates by car will be expected to transport at least three people per vehicle, or multiples thereof. Any deviations must be discussed and approved by the Regional Director and the Family

Education Center in advance of arrival. Delegates driving to the Center should plan to arrive between 1:00 p.m. and 4:00 p.m. on Sunday, April 15, 2018.

Hotel accommodations are: one night for 500 miles or more, two nights for 1,000 miles or more.

Overnight lodging should not exceed \$65.00 per night for single, or \$80.00 per night for double occupancy. Delegates are required to bring the necessary receipts with them to the Family Education Center for reimbursement.

Note: Only North American/Union-made vehicles with VIN Numbers that begin with 1, 2, 4 or 5 are permitted on the Center property.

Flying

Payment can only be made with a credit card or Local Union check! A delegate or Local Union will be reimbursed airfare, minus \$75.00 per ticket, providing the delegate has been authorized to fly into Detroit.

To assure maximum savings on flight arrangements, delegates will be required to arrive in Detroit on Saturday, April 14, 2018. For those who fly to Detroit, a room will be reserved for you at the Courtyard Detroit Metro Airport Romulus Hotel. The Courtyard Detroit Metro Airport Romulus Hotel is a non-smoking establishment. A \$200 fee will be applied to your credit card if the non-smoking policy is violated. Airport shuttle service will be provided by the Hotel.

Transportation to the Family Education Center will be provided by the Center. At 7:30 a.m., a charter bus will begin loading outside the Courtyard Detroit Metro Airport Romulus Hotel main lobby. The bus will depart at 8:00 a.m. to take the delegates to the UAW Region 1D Headquarters at 1940 Atherton Road, Flint, MI 48507.

The delegates will depart the bus for a short prayer for the people, and the City of Flint, and observe the memorials on the Region's grounds. The time needed would be 15 to 20 minutes. Then the delegates would re-board the bus to continue on to the Black Lake Complex. A stop will be made mid-way for lunch. Busses will leave the Center on Friday to return to Detroit at 9:00 a.m. Delegates will need to provide a personal credit card for incidentals.

Return flights will not be made before 4:00 p.m. on Friday, April 20, 2018.

Special Family Education Center Delegates

The International Union will provide housing and food at the Family Education Center for five delegates from each Region whose local unions are selected by the Regional Director to receive additional financial support in order to send delegates to the Chaplaincy Conference. In order for each Region to receive its full regional delegate allocation, all five (5) subsidy slots must be used. If a local union is approved to receive such aid, they will be required to send \$150.00 registration fee per delegate to the Region.

Deadline

The deadline for registration is March 1, 2018. The Regional Office must receive all forms by this date.

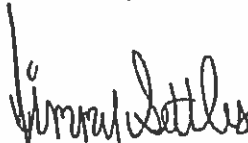
Cancellations

Cancellations must be submitted to the Regional Office at least ten (10) working days prior to the conference so that reservations can be reallocated. Refunds will only be granted for valid emergency reasons until March 30, 2018. **No refunds will be given after March 30, 2018.**

Note: All non-basic expenses are the responsibility of the delegate.

If you have any questions regarding these arrangements, please contact Jerry Carson at (734) 634-4540.

Fraternally,



Jimmy Settles
Vice President and Director
International UAW Chaplaincy Department

JS:jc

opeiu494

Enclosures

cc: Officers and Regional Directors
UAW Chaplaincy Officers
UAW Chaplaincy Regional Coordinators
UAW Chaplaincy Regional Liaisons

REGISTRATION FORM
31st ANNUAL UAW CHAPLAINCY CONFERENCE
WALTER AND MAY REUTHER UAW FAMILY EDUCATION CENTER
April 15-20, 2018

Region _____ Local _____ UAW ID# _____

Male [] Female [] (Important to include)

Delegate Name _____

Delegate Home Address _____

Please note: No confirmation will be sent to delegates from the International Union – unless you hear otherwise from your regional office, you are confirmed to attend the conference.

Delegate Phone _____ Local Union Phone _____

Housing Information:

❖ Indicate with whom you would like to share a room:
(Due to the number of delegates who plan to attend, all must share a room. If this section is not filled in, the Center will select for you.)

Name: _____ Region _____ Local _____

❖ I will be bringing my spouse [] Spouse's name: _____

If disabled, will you require barrier-free accessibility? Yes [] No []

Will you be driving [] or flying []
(If flying, the Airline Reservation Link is listed in the call letter)

Room and Board and Delegate Registration fee:	
DELEGATE FEE: \$650	DELEGATE & SPOUSE: \$1,195
PLEASE ENCLOSE A CHECK MADE PAYABLE TO: INTERNATIONAL UNION, UAW	
<p>Check and Registration form should be mailed to your <u>Regional Director</u> by March 1, 2018. Regional Office will forward to Jerry Carson, UAW Chaplaincy Department, 8000 E. Jefferson Avenue, Detroit, MI 48214 before March 8, 2018.</p>	

APPLICATIONS RECEIVED WITHOUT PAYMENT CANNOT BE PROCESSED.