



INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE & AGRICULTURAL IMPLEMENT WORKERS OF AMERICA – UAW

SHAWN FAIN, *PRESIDENT* • MARGARET MOCK, *SECRETARY-TREASURER*
VICE-PRESIDENTS: CHUCK BROWNING • MIKE BOOTH • RICH BOYER

August 22, 2024

To: All UAW Caterpillar Council Local Union Presidents, Financial Secretaries, Recording Secretaries and Chairpersons

Re: UAW-Caterpillar Training

Greetings:

Please be advised the UAW-Caterpillar Council will be conducting training at UAW Region 4 Pat Greathouse Education Center, located at **1000 E. Center Street, Ottawa, IL 61350**. Travel days will be Tuesday, October 29, and Friday, November 1, 2024. Training will begin on Wednesday, October 30, 2024, at 8:00 am at UAW Region 4 Educational Center.

Accommodations:

Rooms at the Pat Greathouse Center are available at \$70.00 per room, per night. Each room has two (2) beds; we urge members to double-up, when feasible, to ensure that as many delegates possible can stay on the property. Please contact Tamara at 815-433-2500 to make room reservations for the Center.

If you get the office voicemail, please leave a message with your request and your email address for confirmation and/or follow-up.

You will be emailed a confirmation number once your reservation has been received. When making reservations, please indicate if the delegate(s) has special room requirements (PGC management will not change rooms during the check-in process).

PGC Hotel check-in will begin on Tuesday October 29, 2024, at 3:00 p.m. Check-out will be by 8:00 a.m. on Friday November 1, 2024.

Breakfast and Lunch will be provided on Wednesday, October 30, 2024, and Breakfast and Lunch will be provided on Thursday, October 31, 2024.

Claims for Per Diem will be reimbursed per the chart below:

<u>Date</u>	<u>Reimbursed Meals</u>
Tuesday, October 29	Travel Day In
Wednesday, October 30	Breakfast and Lunch Provided
Thursday, October 31	Breakfast and Lunch Provided
Friday, November 1	Travel Day Out

Note to Financial Secretaries: Checks should be made payable to "UAW Region 4 Activity Fund" and the notation part of the check should mention "UAW Caterpillar Training."

Payment must be received by Monday, October 21, 2024. Please make checks payable as follows and mail to:

**The Pat Greathouse Education Center
Attn: Caterpillar Group Council
1000 E. Center Street
Ottawa, IL 61350**

Flights:

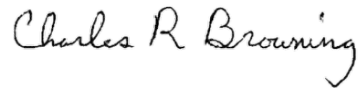
Attendees are responsible for making their own flight arrangements.

Expenses

Expenses related to this event are the responsibility of the delegate attending this event, and they should follow normal reimbursement processes in place, in conjunction with their local bylaws.

If you have any questions, or need further assistance, please contact Bobby Garland at (313) 926-5411.

In solidarity,



Chuck Browning
Vice President and Director
UAW Agricultural Implement Department

CB:TW/jlw

opeiu494afl-cio

cc: Ag Imp Staff
Regional Directors (4 & 8)
Regional Assistant Directors
Brandon Keatts
Bobby Garland
Tom Weber