



INTERNATIONAL UNION, UNITED AUTOMOBILE, AEROSPACE AND AGRICULTURAL IMPLEMENT WORKERS OF AMERICA-UAW

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

November 25, 2024

**To: All Local Union Presidents, Financial Secretaries, and Recording Secretaries
Region 4 UAW****Re: UAW Basic Training: February 2-7, 2025****DETAILS FOR THE ABOVE-REFERENCED EVENT ARE AS FOLLOWS:**

- Conference & PGC Hotel Registration: Now through January 13th
- Travel Day: Sunday, February 2nd (PGC Hotel guests should arrive no earlier than 3 p.m.)
- Event Check-In: Sunday, February 2nd from 3 - 4:45 p.m.
- Event Opens: Sunday, February 2nd at 5 p.m.
- Event Adjourns: Friday, February 7th at noon (PGC Hotel guests should checkout by 10 a.m.)
- Travel Day: Friday, February 7th
- The first meal will be breakfast on Monday, February 3rd and the last meal will be breakfast on Friday, February 7th.
- This conference is open to Region 4 and Region 2B members.

CONFERENCE REGISTRATION:

- REGISTRATION WEBSITE - <https://conference.uaw.org/region4/UBT.php>
- Username: 2025region4/Password: registerUBT
 - Enter your PGC lodging confirmation number (if applicable).
- **If staying at the PGC**, complete the hotel reservation step *before* the conference registration.

HOTEL RESERVATIONS:

- PGC hotel rooms will be available for \$70 nightly.
 - 25 rooms will be allotted to each Region until January 13, 2025.
 - Thereafter, any open rooms will be available on a first-come, first-served basis.
- Reserve rooms by contacting Holly at hskoog@uaw.net or call (847) 459-3888. If you get the office voicemail, leave a message with the room request and email address for confirmation and/or follow-up. When making reservations, indicate if the delegate(s) has special room requirements. A confirmation number will be emailed to you once the reservation has been received.
- Each room has two beds. We encourage double occupancy whenever possible.
- PGC Hotel check-in begins: Sunday, February 2nd at 3 p.m. Check-out: 10 a.m. Friday, February 7th

REGISTRATION FEE: \$300 per delegate (which includes the cost of meals and materials). Please send non-refundable fees by January 20, 2025, to the following address:

**UAW Region 4
900 E. Center Street
Ottawa, IL 61350
Attn: UBT**

Make checks payable to the UAW Region 4 Activity Fund. Notate UBT on the memo line.

Please ensure the PGC Hotel is full before seeking area lodging. When PGC Hotel rooms are sold out, reduced rates have been arranged at the following Ottawa hotels:

- Fairfield – 815-431-8955
- Hampton Inn – 815-434-6040
- Quality Inn – 815-433-9600
- Super 8 – 815-434-2888
- We **STRONGLY** encourage avoiding the Holiday Inn as it was built by non-union labor.

FINANCIAL ASSISTANCE: UAW Region 4 Retired Workers offers scholarships providing up to \$1,000 for each member attending. This covers registration and lodging, with the remainder helping to offset mileage or lost time. To be considered for financial assistance, locals must make a written request to me and attach their last three (3) monthly financial statements.

PLEASE NOTE: This call letter has been posted on the UAW Region 4 website: <http://region4.uaw.org>. Additional questions should be directed to Rory Dolan, our Region 4 Education Coordinator, at (847) 459-3888.

At this training, we will explore possibilities to get more boots on the ground in your worksites to build stronger members for the battles ahead! This training is appropriate for all members, from the newest to the leadership level. It targets anyone interested in learning how the Union functions and their role in it. We will equip you with the resources available to all local unions.

In solidarity,



Brandon Campbell, Director
Region 4 UAW

BC/RD:tw
opeiu494afl-cio

cc: Lucas DeSpain, Assistant Director

ATTENTION FINANCIAL SECRETARIES	
The LM2 for this conference is:	
Representation	<u>90%</u>
Administrative	<u> </u>
Political	<u>10%</u>