



Solidarity House

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

RAY CURRY, *PRESIDENT*

FRANK STUGLIN, *SECRETARY-TREASURER*

VICE-PRESIDENTS: CHUCK BROWNING • TERRY DITTES • CINDY ESTRADA

November 16, 2021

To: UAW International Chaplaincy Committee Officers, Board Members, Regional Coordinators, Assistant Regional Coordinators, and Local Union Presidents

Re: UAW International Chaplaincy Committee Meeting

Dear Brothers and Sisters:

We have scheduled a two-day planning meeting to discuss the 2022 UAW Chaplaincy Conference. The meeting will take place February 3-4, 2022, at the **Courtyard by Marriott, Detroit, MI**. Travel-day in is Wednesday, February 2nd and travel-day out is Friday, February 4th. **Officers and board members traveling from out-of-town, please plan on arriving February 1st for a meeting that is scheduled on February 2nd (more details will be forthcoming).**

Airline Reservations:

For those attendees flying, please book your departing flights after 5 pm on February 4th. Attendees are responsible for making their own travel arrangements; the cost of the airline reservation and agency fee is the responsibility of the Local Union.

Arrangements for booking airline reservations have been made with Travel Solutions International (TSI USA). TSI USA requires a one-time registration for each local union agreeing to their services. Please complete the information required in this link: <https://form.jotform.com/210403752631041>. Please allow 24 hours for TSI USA to process the information provided. Once that step is complete, you may phone TSI USA at 214-915-9296 or you may email at uaw@tsiusa.com. The transaction fee for making airline reservations is \$20.00.

Other Expenses:

All other expenses related to this event (baggage, parking, meals, hotel, mileage) are the responsibility of the delegate attending the event, and they should follow normal reimbursement processes provided to them by their local bylaws.

Hotel Reservations:

We have arranged a special room rate of **\$135.00 plus 15% tax at the Courtyard by Marriott located at 333 E. Jefferson Ave., Detroit, MI 48226**. Please contact Judy Chapel at (313) 926-5391 or via email at jchapel@uaw.net if you need overnight accommodations. Rooming requests need to be made by January 14, 2022. You will be required to provide a credit card upon arrival. Hotel costs are the responsibility of the delegate.

Hotel Parking:

The hotel offers valet parking for \$15 per day.

Parking costs are the responsibility of the attendees.

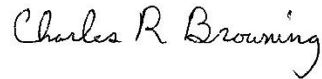
IMPORTANT:

- **HOTEL CANCELLATION:** Attendees with confirmed hotel accommodations who cancel their attendance after 48 hours to check in, will be responsible for all cancellation fees.
- **NO SHOWS:** Attendees with confirmed accommodations who do not show up will be responsible for hotel 'no show' charges.
- **ADDITIONAL NIGHTS:** Any additional nights in the hotel beyond the authorized dates are the responsibility of the individual attendee as are the costs of any additional rooms and ALL travel costs of companions. If you request late check-out for any reason, you will be responsible for any/all charges. The hotel will charge a fee for each additional person 18 years and older.
- **EARLY CHECK OUT:** Early check-out is not encouraged. Any charges incurred will be billed back to the delegate.

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

Thank you for your continued support of the Chaplaincy Program.

In solidarity,



Chuck Browning
Vice President and Director
UAW Chaplaincy Department

CB:rab
opeiu494

cc: IEB
Jerry Carson
Bill Eaddy
Scott Eskridge
Darryl Goodwin
Brandon Keatts
Regional Assistant Directors
Regional Liaisons

*****All expenses and lost-time wages are the responsibility of each Local Union*****