



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

March 9, 2022

TO: UAW International Area Council Chairs

SUBJECT: NATIONAL CAP CONFERENCE – May 15-18, 2022

Gaylord National Resort & Conference Center
201 Waterfront Street
National Harbor, MD 20745
(301) 965-4000

My Brothers and Sisters,

The next National CAP Conference will be held in National Harbor, MD.

Please plan your travel as follows:

ARRIVE: Sunday, May 15 (4:00 p.m. Hotel Check-In)

DEPART: Wednesday, May 18 (**after 3:00 p.m.**)

Online Conference Registration

Registration for the 2022 National CAP Conference will take place online. Your registration should be completed by **Friday, April 1, 2022**. Your \$200.00 National CAP Conference registration fee has been prepaid, and your credentials will be available for your pick-up at the CAP Registration area. However, a \$100.00 registration fee is to be paid by you for your spouse/guest who wishes to participate at the conference. You should register your guest through the same website as indicated below. A guest badge will be needed to attend all food functions, including the dinner on Sunday's opening session dinner, Tuesday's reception and all lunches and breakfasts. Their registration fee should be pre-paid and mailed to the UAW Retired Workers Department when you register. Please make checks payable to International Union, UAW.

Only one delegate attendee allowed per International Area Council, and substitute attendees must be approved by the UAW Retired Workers Department

The following link and password should be used to register each delegate, spouse/companion, and distinguished guest attending the conference.

Website: <https://cap.uaw.org>

Username: CAP2022

Password: UAWCAP

If you have any issues registering online, please call Shavonne at 313-926-5640.

Hotel Accommodations

All Delegates must contact Shavonne at 313-926-5640 to book your hotel accommodations for the Gaylord National Resort & Conference Center. The Housing for Retired Workers delegates will be paid through the UAW Retired Workers Department. You must notify the Retired Workers Department immediately if your travel plans have changed. The hotel will bill the department if your room reservation is not cancelled in advance and this bill will be passed to you. If driving, self-parking will be master billed; however, you will be responsible for any valet parking charges. Incidentals are at your own expense. Handicap rooms are available, so please indicate that when you contact Shavonne. **Cut-off date for reservations is April 1, 2022. Please verify your total room charges upon checkout.**

Air Travel Information

To make airline reservations, call TSI at 1-866-397-0667 by April 13, 2022, to insure the lowest airfares possible. Your airfare will be billed directly to the UAW Retired Workers Department. You must accept the lowest airfare according to the UAW travel guidelines. The airfare for your spouse/companion and distinguish guest is your responsibility.

In keeping with UAW policy, all Retired Workers delegates residing within 300 miles of National Harbor, MD should drive, and their mileage expenses should be submitted to the UAW Retired Workers Department for reimbursement. Please call if you have any questions regarding the UAW travel policy.

All meeting attendees should send their request for expense reimbursement to the Retired Workers Department for payment. Your per diem will be paid as follows when you submit your meeting expenses to our department.

Sunday, May 15, 2022	\$0.00 (\$55.00 minus Breakfast, Lunch and Dinner)
Monday, May 16, 2022	\$29.00 (\$55.00 minus Breakfast and Lunch)
Tuesday, May 17, 2022	\$29.00 (\$55.00 minus Breakfast and Lunch)
Wednesday, May 18, 2022	\$13.00 (\$25.00 minus Breakfast – Travel Day)
Total per diem	\$71.00

I look forward to seeing you in Maryland.

In solidarity,



Ray Curry, President
International UAW, Union

RC/bw
opeiu494

cc: International Executive Board
Scott Birdsall
Tim Bressler
Todd Brien
Leigh Kegerreis
Drew Kelly