*Inter-Office Correspondence*



opeiu494

PRINTED IN U.S.A.

June 15, 2017

To: Regional Directors

From: Dennis Williams

**Subject: 2017 UAW National Veteran’s Conference**

**October 8-13, 2017 – UAW Family Education Center**

The 2017 International Union, UAW Veteran’s Conference will be held at the Walter and May Reuther UAW Family Education Center from October 8-13, 2017. Please forward this call letter to your local unions.

Please make arrangements with the appropriate UAW Local Unions to excuse your regional representative for union business from October 7-13, 2017. Each Advisory Committee Member must file an expense voucher for reimbursement with their local union, who in turn will be reimbursed for expenses by the International Union.

The conference registration fee is $600. Checks should be made payable to the 2017 UAW National Veteran’s Conference and sent with the registration form and the regional delegate form no later than September 15, 2017 to:

**Garry Bernath**

**UAW President’s Office**

**8000 East Jefferson Avenue**

**Detroit, Michigan 48207**

**ATTN: 2017 UAW National Veteran’s Conference**

*\*\*No delegate will be accepted who does not come through their regional office\*\**

The facility does not permit the accommodation of spouses or other family members. Also, there are no private rooms and delegates are housed two delegates per student unit or three delegates per family unit.

**Travel Reimbursement**

Delegates whose worksites are located more than 500 miles from the center (one-way) will be reimbursed travel expenses at the end of the conference as follows:

**Hotel and Mileage**

For those driving more than 500 miles one-way (1,000 round-trip), mileage is not reimbursed for the first 1,000 miles of a round-trip. After 1,000 miles, a driver will be reimbursed at the current IRS rate. The International Union determines mileage according to Rand-McNally and reimburses for the most direct route to the center

On trips to and from the center, delegates will be entitled to one night lodging when driving more than 500 miles; two nights lodging for 1,000 miles or more.

Those delegates driving from the same local should plan to drive together.

Hotel rates should not exceed $65 per night for single occupancy; $80 per night for double occupancy. Delegates must save motel receipts and submit at center for reimbursement. Upon completion of the program, the delegates will receive mileage and/or hotel refunds. Meals, highway tolls or other costs incurred during travel are not refundable by the UAW.

To avoid any misunderstanding, please notify your delegates that vehicles allowed to park in the Family Education Center **must** have a VIN number starting with a 1, 2, 4 or 5 **and** be Union-made/American-made. If the VIN begins with a “3”, it was assembled in Mexico; if it begins with a “J”, it was assembled in Japan. **Vehicles that do not have a 1, 2, 4 or 5 must be parked in a lot located adjacent to the main gate.**

**Air Transportation**

All airline reservations are made through Black Lake using the following website:

<http://www.cvent.com/d/4vqtfw>

For those flying to Detroit worksite must be more than 500 miles one-way. Delegates will arrive in Detroit on Saturday and hotel reservations for the Saturday night stay will be made by the Family Education Center. That information will be printed on the E-Ticket itinerary provided by the travel agency. Charter buses will leave Detroit from the hotel on Sunday at 9 a.m. EST and arrive at the center approximately at 3:30 p.m. For Friday return-trip, no flights will be made before 4:30 p.m. EST.

To take advantage of the Super-Saver rates, all flight arrangements are made by the Family Education Center at least 14 days in advance. When contacted by TSI, be prepared to pay for airfare with either a personal credit card or through arrangements made with the local union. Local unions may pay with a check or by credit card. **No personal checks will be accepted**.

In cases of airline reservations not made 14 days in advance, the International Union will refund only the cost of Super-Saver fares. Meals, phone charges or other costs incurred during travel are not refundable.

Airfare reimbursement will be made upon completion of conference. A $75 airline registration fee will be deducted from the reimbursement. The International Union will reimburse only the cost of a 14-day advance non-refundable ticket. Any changes, additional costs or late fees will not be reimbursed and is the responsibility of the local union or delegate.

**Displays**

If delegates from the locals wish to bring a display, please submit this information to the UAW President’s Office as soon as possible, so that we can review for prior approval.

**Special FEC 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 Veteran’s Conference. Any local receiving FEC special delegates must pay a $100 registration fee, to be sent to UAW President’s Office, c/o UAW National Veteran’s Conference.

**Conference Registration**

The 2017 Annual UAW National Veteran’s Conference will begin on Sunday, October 8, 2017. Registration for delegates begins at 1 p.m. - 5 p.m. (1300 – 1700 hours) at the UAW Family Education Center.

# Deadline

The deadline for registration to be returned to your regional office is Friday, September 15, 2017, and returned to the President’s Office no later than Friday, September 22, 2017. If you need additional time for registering your delegates, please contact the President’s Office Staff, Doug Taylor at (313) 926-5132.

As a reminder, please note that the policy at the UAW Family Education Center is that no weapons are allowed or can be brought onto the premises.

We would like to thank you in advance for your cooperation in this matter.

DDW/GB:pl

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Enclosures

cc: Assistant Regional Directors

Garry Bernath

Doug Taylor

Mark Taylor

**REGIONAL DELEGATES**

**2017 NATIONAL VETERAN’S CONFERENCE**

**Region\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**Date: \_\_\_\_\_\_\_\_\_\_\_\_\_, 2017**

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| --- | --- | --- | --- | --- | --- |
| **Submit This Form To:**  **UAW President’s Office/Garry Bernath**  **Solidarity House**  **8000 E. Jefferson Ave.**  **Detroit, MI 48214** | | | |  | |
|  | |  |  | | | |  | |
|  | **Delegate Name** | | **\*M/F** | | **Local Union** | | | **Share Room With** | |
| **1** |  | |  | |  | | |  | |
| **2** |  | |  | |  | | |  | |
| **3** |  | |  | |  | | |  | |
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| **20** |  | |  | |  | | |  | |
|  |  | |  | |  | | |  | |

**Note: Please indicate those members who wish to room together**

**\* M/F – Male/Female**

**(PLEASE USE ADDITIONAL SHEETS IF NECESSARY)**

**REGIONAL OFFICE DEADLINE: SEPTEMBER 15, 2017**

**PRESIDENT’S OFFICE DEADLINE: SEPTEMBER 22, 2017**

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|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | **REGISTRATION FORM**  **2017 INTERNATIONAL UNION, UAW**  **~ NATIONAL VETERAN’S CONFERENCE ~**  **OCTOBER 8-13, 2017** | | | **REGION: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**  **LOCAL # \_\_\_\_\_\_\_\_\_\_\_\_\_\_** | |
|  | |  |  | |

**DELEGATE’S NAME**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **M** \_\_\_\_\_\_ **F**\_\_\_\_\_\_

**EMAIL ADDRESS:**

**DELEGATE’S ADDRESS**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**CITY STATE ZIP**

**DELEGATE’S HOME PHONE #**:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ **LOCAL’S PHONE #**\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**PLEASE COMPLETE THE FOLLOWING:**

* 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.)**

* If disabled, will you require barrier free accessibility? Yes \_\_\_\_\_ No \_\_\_\_\_
* Do you have any medical conditions that may require

any exceptional rooming arrangements? Yes \_\_\_\_\_ No \_\_\_\_\_

* Will you be DRIVING or FLYING? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**(If flying, please complete the Airline Reservation**

**Request Form and RETURN AS SOON AS POSSIBLE)**

***ROOM, BOARD & CONFERENCE REGISTRATION FEE - $600***

**PLEASE ENCLOSE A CHECK MADE PAYABLE TO: “2017 UAW NATIONAL VETERAN’S CONFERENCE”. CHECK(S) AND REGISTRATION FORM(S) SHOULD BE SENT TO YOUR REGIONAL OFFICE – ATTENTION UAW NATIONAL VETERAN’S CONFERENCE.**

|  |
| --- |
| **DEADLINE FOR COMPLETION AND RETURNING THIS FORM TO THE**  **UAW INTERNATIONAL PRESIDENT’S DEPARTMENT IS SEPTEMBER 22, 2017. APPLICATIONS RECEIVED WITHOUT ACCOMPANYING**  **REGISTRATION FEES CANNOT BE PROCESSED.** |

*For UAW Int’l Presidents Office Use Only*

Check # \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date Received\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**pl/opeiu494**

**VETERAN’S CONFERENCE CALL**

**REGIONAL DELEGATES ALLOTMENT**

|  |  |
| --- | --- |
| Region 1 | 47 |
| Region 1A | 40 |
| Region 1D | 65 |
| Region 2B | 65 |
| Region 4 | 35 |
| Region 5 | 37 |
| Region 8 | 50 |
| Region 9 | 25 |
| Region 9A | 15 |

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**2017 UAW National Veteran’s Conference**

**Walter and May Reuther Family Education Center**

**October 8-13, 2017**

Attached please find a Vendor Request Form which must be filled out and submitted to the UAW President’s Office for approval prior to the conference. Any vendor or local union **must** fill out this form and submit it to Doug Taylor as soon as possible. After their review, and if the request meets our criteria, they will receive an approval.

**Items must be Union-made/American-made**. Also, vendors will be prohibited from selling their products while the conference is in session.

Please forward this form, along with attachments to the call letter to your local unions.

If you have any questions, please contact Doug Taylor at (313) 926-5132.

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Attachment

**2017 UAW NATIONAL VETERAN’S CONFERENCE**

**VENDOR REQUEST FORM**

**LOCAL UNION/REGION:**

**NAME OF CONTACT PERSON:**

**Address:**

**Telephone number:**

**Email address:**

**ITEMS YOU WISH TO SELL:**

**DATE APPROVED:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**DATE DENIED:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_**

**\*\*When completed, please mail this form to: Doug Taylor**

**UAW President’s Office**

**8000 East Jefferson Avenue**

**Detroit, Michigan 48214**

**ddtaylor@uaw.net**

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