

**April 18, 2017**

TO: Local Union Presidents, Recording Secretaries, Unit Chairpersons, Women's Committee Chairpersons, Employment Equity Representatives, Women's Advocates, Regional Council Women's Committees

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**UNIFOR WOMEN'S CONFERENCE**

**SEPTEMBER 24 – 27, 2017**

**KNOWLEDGE IS POWER**

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This year's Women's Conference, with the theme of *Knowledge is Power*, is a chance to come together, build skills, exchange knowledge and strategize for the future. We are confident participants will leave feeling inspired and energized to continue the important work you do in your workplace, your local and your community.

The 2017 Unifor Women's Conference will be held at the Unifor Family Education Centre in Port Elgin, Ontario commencing Sunday, September 24<sup>th</sup> at 7:00 pm and concluding on Wednesday, September 27<sup>th</sup> at noon. We will be alternating the Women's Conference between summer and fall based on feedback from participants. The conference will be bilingual and workshops will be offered in French or with translation as required based on registration.

Conference registration is on Sunday from 3:00 pm - 6:00 pm and room check-in begins at 3:00 pm. New delegate orientation will be held from 4:00 pm to 5:00 pm in the Sisterhood room.

As always this conference fills up quickly; please submit your registrations early to avoid disappointment. We know that women with pre-school children and women from out of province without transportation face increased challenges when they stay off-site. Therefore we are holding a number of rooms until June 15 to assist these members in staying at the Unifor Education Centre. After this date, the rooms will be released and will be allocated on a first-come first-served basis.

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Unifor seeks to make all union meetings and events accessible and barrier free. If you require accommodations for human rights related needs, we invite you to provide us with your relevant information so that we can take all reasonable steps to address any barriers to your participation in your Union. Please email requests to [catarina.xhuli@unifor.org](mailto:catarina.xhuli@unifor.org) or fax to: 416-495-3764.

Please contact the Women's Department at 1.800.268.5763 ext. 8485, or [women@unifor.org](mailto:women@unifor.org) if you require additional information. As always, we are looking forward to a great conference.

In solidarity,

A handwritten signature in black ink that reads "Lisa Kelly". The signature is written in a cursive, flowing style.

**LISA KELLY**

Director

Women's Department

*LK/cxcope343*

cc: Front Office, National Representatives, National Coordinators, NEB, Brian Johnson, FEC Front Desk, Laurie Wright

Encl.: Child care registration, Reservation form, Teen program registration, Special Meal Requirements Form

## RESERVATION & REGISTRATION INFORMATION

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### REGISTRATION & RESERVATION DEADLINE – AUGUST 11, 2017

#### Conference registration fee:

Payment of **\$60.00** is required for the conference kit materials (by separate cheque made payable to Unifor Family Education Centre).

#### Accommodation fees:

All rates quoted are based on three (3) nights' accommodation, beginning with dinner on Sunday, and up to and including lunch on Wednesday.

<b>Shared Room with another delegate</b>	<b>\$555.00</b>
<b>Single Room child age 17+</b>	<b>\$780.00</b>
<b>Children, age 12-16</b>	<b>\$75.00 per child</b>
<b>Children, 11 or younger</b>	<b>No Charge</b>

If rates are being paid by the INDIVIDUAL rather than the local or organization, please contact the Unifor Family Education Centre Reception at 1.800.265.3735 or 519.389.3221. Taxes will be applicable. The local can submit payment for a single room only (exempt from taxes). The delegate can provide a personal Visa, American Express or MasterCard for the family charges. The prices are as follows:

<b>Child aged 17+:</b>	<b>\$169.50</b>
<b>Child age 12 – 16:</b>	<b>\$84.75</b>

#### Additional guests:

For accommodation arrangements other than those outlined above, please contact Reception for pricing at 1-800-265-3735 x.3221.

#### Payment methods:

All room and board fees must be paid in advance.

Cheque: forward **two separate cheques** to the Unifor Family Education Centre, one for the conference registration fee (\$60.00) and the other for accommodation costs. **Cheques can be made payable to the Unifor Family Education Centre** and mailed with the enclosed reservation form directly to the Unifor Family Education Centre, 115 Shipley Ave., Port Elgin, ON N0H 2C5.

Credit Card: record the credit card number and expiry date on the Reservation Form and submit via email to [confcentre@unifor.org](mailto:confcentre@unifor.org), by fax to 519.389.3222 or mail in. Or, call the Centre – 1.800.265.3735 ext. 3221 or 519.389.3221 to provide the credit card information required.

**First come, first served basis:**

Registration and accommodations for the conference will be handled on a first-come, first-served basis. To participate in the conference, delegates must have accommodations at the Centre. **If the Centre is fully booked, the Centre will advise you, and you (or your local) will be responsible for making alternative arrangements. For those delegates required to stay off-site, please note that it is still mandatory to purchase the meal plan and to check in with the Front Desk at the Unifor Family Education Center.**

**Cancellations:**

Cancellations must be made in writing 48 hours prior to 3:00p.m. on September 22, 2017 and can be emailed to [confcentre@unifor.org](mailto:confcentre@unifor.org) or faxed to 519.389.3222. **Failure to cancel within the 48 time period will result in a billing for the first nights' accommodation costs.**

**Child Care:**

Child care is available for children 0-12 years of age, for the children of eligible delegates during conference hours only – **if numbers permit**. To ensure a spot in the program, please submit your reservations as early as possible and no later than August 11, 2017.

Child Care facilities will be provided for children of eligible delegates during conference hours only. **THIS DOES NOT INCLUDE GRANDCHILDREN, GODCHILDREN, NIECES, NEPHEWS, FRIENDS ETC. Delegates requiring childcare must pre-register no later than August 11, 2017.** Please have the delegates complete the attached childcare form and send along with room reservation form and cheques to the Centre at the above address.

**Teen Program:**

At the Women's Conference a Teen program is offered for children 13-16 years. **Dependent children age 13-16 years old attending the conference with their mother or legal guardian must register and participate in the Teen program by submitting the registration form. Please note that this program is offered if the numbers warrant a need. Registration is due no later than August 11, 2017**

**Grey Bruce Airbus**

Arrangements can be made directly at 1-800-361-0393 or 1-519-389-4433 for those delegates who will require transportation to and from the Toronto airport.