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

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GARY JONES, *PRESIDENT* RAY CURRY, *SECRETARY-TREASURER*  
VICE-PRESIDENTS: TERRY DITTES • CINDY ESTRADA • RORY GAMBLE

**Official Call**  
**35th Annual UAW Civil & Human Rights Conference**

**August 26-30, 2019**  
**Walter and May Reuther Family Education Center**  
**Black Lake**  
**Onaway, Michigan**

Greetings:

The 35th Annual UAW Civil and Human Rights Conference will be held **Monday**, August 26 through Friday, August 30 at the Walter and May Reuther Family Education Center.

Registration of delegates will be held on August 26, from 12 p.m. to 4:30 p.m. **Attendance is limited to delegates only.**

**Housing/Registration:** The registration fee is \$675 per delegate, based on double occupancy, and includes all meals during the conference (breakfast/lunch/dinner). Single room requests must be paid in advance of the conference and will cost an additional \$170.

All payments must be received in the Civil and Human Rights Department no later than August 9.

Please note there are two different websites: one for conference and hotel registration and another for airline reservations.

- To register for the **conference and hotel** (including workshops and housing selection), please use the following website:

[civilrights.uaw.org](http://civilrights.uaw.org)

Username: UAWCR

Password: CR2019

- To make an **airline reservation**, please use the following link:

<http://www.cvent.com/d/8bqvcs>

Complete one online registration per delegate. Registration deadline – **August 9.**

## **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 roundtrip):**

Mileage is not reimbursed for the first 1,000 miles of a round-trip. After 1,000 miles, a driver will be reimbursed using the IRS-rate for each mile. The International Union determines mileage according to Rand-McNally and reimburses for the most direct route to the center. Do not rely on MapQuest or other Internet mileage charts.

On trips to and from the center, delegates will be entitled to one night's lodging when driving more than 500 miles; two nights' lodging for 1,000 miles or more. Hotel rates should not exceed \$65 per night for single occupancy; \$80 per night for double occupancy. Delegates must save hotel receipts and submit to the center for reimbursement. Upon completion of the program, delegates will receive mileage and/or hotel refunds. Meals, highway tolls or other costs incurred during travel are not refundable by the UAW.

### **Air Transportation:**

#### **For those flying to Detroit (Worksite must be more than 500 miles one way):**

For those who choose to fly, they will arrive in Detroit on Sunday. The Family Education Center will make hotel reservations for the Sunday night stay. That information will be printed on the e-ticket itinerary provided by the travel agency. Charter buses will leave Detroit from the hotel Monday at 9 a.m. EST and arrive at the center at approximately 3:30 p.m. For Friday return trip, no flights will be made before 4:30 p.m. EST.

To take advantage of Super-Saver rates, all flight arrangements are made by the Family Education Center at least 14 days in advance. When contacted by TSI travel agency, 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 the 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.

Please allow 48 hours to process airline reservation requests.

### **Luggage Reimbursement:**

For those who fly, the International Union will reimburse your first piece of luggage each way. You must save your receipts and submit at the center for reimbursement.

**Payment:** Make conference registration/housing payments payable to International Union, UAW and in the memo field put Civil and Human Rights Conference.

Please complete the attached Local Union Delegate Attendance and Payment Form. Submit the form and payment to your regional director by **August 2**.

*Please note:* Registration forms received without payment will not be processed. Cancellations must be submitted in writing to the Regional Office at least 10 days prior to the conference.

For additional information about the conference or if you have any questions, please contact the Civil and Human Rights Department at (313) 926-5361.

In solidarity,

A handwritten signature in blue ink that reads "Rich Rankin". The signature is written in a cursive style with a large, prominent initial "R".

Rich Rankin, Director  
Region 2B, UAW

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