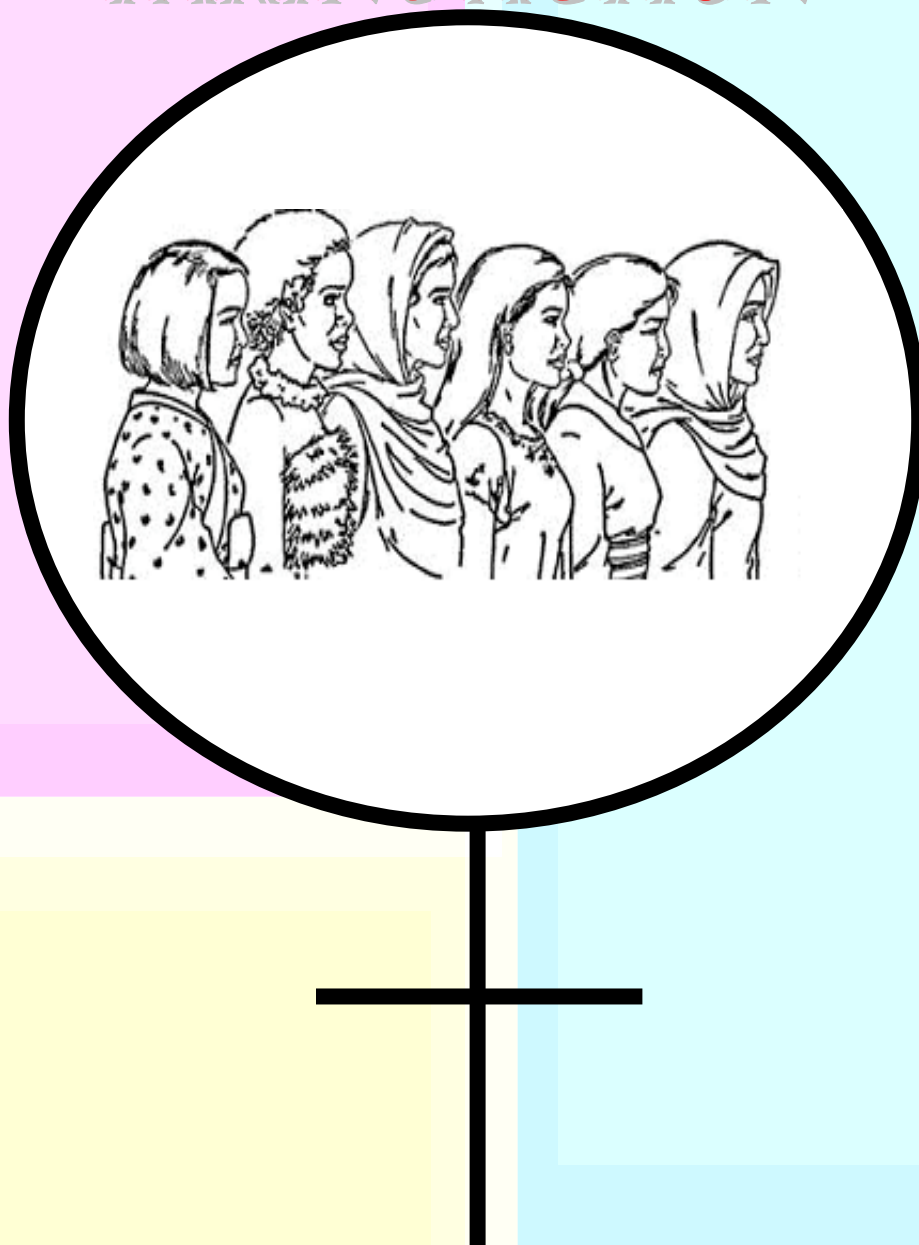


B.C. FEDERATION OF LABOUR

*“STRONG WOMEN
TAKING ACTION”*



SUMMER INSTITUTE FOR UNION WOMEN
UNIVERSITY OF VICTORIA

July 4 – 8, 2007





WELCOME!

The BC Summer Institute for Union Women offers an intensive week of learning within a supportive environment in which union women can develop their skills as workers, activists and leaders.

Sponsored by the British Columbia Federation of Labour, the Institute will be held at the University of Victoria (UVIC).

Our theme, **Strong Women Taking Action**, reflects labour's commitment to providing women with both the skills and strategies to take on the challenges we face in today's world. We need the world to hear more women's voices speaking out on issues that matter to women, issues like: pay equity, a higher minimum wage, universal childcare, health care, and violence against women.

We need to see more women elected at all levels of government, speaking out for our communities at the municipal levels, advocating for better protection, program funding and rights at the provincial level, and demanding national standards and funding for women's programs at the federal level.

The **Getting Equipped** courses offer you the opportunity to learn new skills to enable you to take the next steps in your workplace, your union, in the political arena or in your community.

The **Taking Action** workshops are an opportunity to take those skills and put them into action, through the written or spoken word, being involved in political campaigns and lobbies, or to learn new strategies to empower women who may feel outnumbered by men in their careers, unions and workplaces.

The Institute is designed to allow a positive learning experience, acquire new skills and provide an opportunity to network in a safe, relaxed atmosphere.

This year, we have provided an incentive for early registration. **Fees for registrations received on or before June 5, 2007** are \$650 (single room), \$575 (shared double room), and \$450 (no accommodation required).

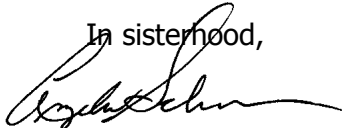
For registrations received after June 5, 2007, the fees are \$700 (single), \$625 (shared double room) and \$500 (no accommodation required).

Course instructors are carefully selected from a broad range of backgrounds and experiences. They are union staff, Officers, rank-and-file members, university educators and community activists.

Come and participate in a unique school dedicated to increasing the awareness, skill level and knowledge of our women unionists.

The Institute Brochure is attached. A complete Institute package will be sent to each participant when we receive their registrations.

If you have any questions, please do not hesitate to give us a call.

In sisterhood,

ANGELA SCHIRA
Secretary-Treasurer

**B.C. FEDERATION OF LABOUR
SUMMER INSTITUTE FOR UNION WOMEN
JULY 4 – 8, 2007**

“STRONG WOMEN TAKING ACTION”

DATE	TIME	ACTION
Wednesday, July 4	3:00 pm	Residence Check-In
	3:30 pm – 5:30 pm	Registration
	5:30 pm – 6:30 pm	Opening Plenary and Orientation
	7:00 pm	Welcoming Reception
Thursday, July 5	9:00 am – 12:00 pm	GETTING EQUIPPED – CORE COURSES 1) Empowering Ourselves and Others 2) Skills for New Activists 3) Women’s Ways of Organizing 4) Women’s Political Activism – A Different Approach 5) Skills for Union Education
	12:00 pm – 1:30 pm	Lunch
	1:30 pm – 3:00 pm	GETTING EQUIPPED (Core Courses)
	3:15 pm – 5:30 pm	EXPRESS YOURSELF 1) Painting My Picture (through art) 2) Dancing My Dance (through dance) 3) Telling My Story (through spoken word) 4) Drumming My Song (taiko drumming and singing) 5) Acting My Part (through theatre)
	6:00 pm – 7:00 pm	Dinner
	7:30 pm – 8:30 pm	Panel: Well-Behaved Women Seldom Make History

DATE	TIME	ACTION
Friday, July 6	9:00 am – 10:00 am 12:00 pm – 1:30 pm 1:30 pm – 3:00pm 3:15 pm – 5:00 pm 5:00 pm – 6:00 pm 6:00 pm – 7:30 pm	GETTING EQUIPPED (Core Courses) Lunch GETTING EQUIPPED (Core Courses) EXPRESS YOURSELF (<i>con't</i>) Dinner TAKING CARE (Optional – additional activities to be confirmed) Free Night
Saturday, July 7	9:00 am – 12:00 pm 12:00 pm – 1:30 pm 1:30 pm – 5:00 pm 6:00 pm	TAKING ACTION WORKSHOPS 1) Finding Your Balance (balancing work/life/union) 2) I'm Here To Stay (women in male-dominated workforces) 3) Catching Their Attention: Dealing with the Media (written) 4) Public Speaking: You Can Do It! (giving impromptu speeches) 5) Crisis Lobbies (quick lobbies around emergent issues) Lunch TAKING ACTION WORKSHOPS (<i>con't</i>) BBQ and Pub Night with Karaoke
Sunday, July 8	9:00 am – 11:30 am	EXPRESS YOURSELF – Group Presentations Closing Ceremonies



PLANNING YOUR INSTITUTE

We expect participants to attend all general sessions being held during your Summer Institute. These include plenary sessions, panels and social activities. In addition, all students will choose one of the two-day **Getting Equipped** (core) courses, one **Taking Action** Workshop being held on Saturday, and one **Express Yourself** workshop.

The **Getting Equipped** courses are designed to deliver skills specific to the topic areas, while the **Taking Action** workshops will offer strategies for action.

The **Express Yourself** mini-workshops offer an alternative way for women to find and use their voices through a choice of art, dance, spoken word, music or theatre. All participants **must** choose one of the **Express Yourself** options. Please note: you do not have to be an artist, dancer, orator, singer or experienced performer, to participate.

A. GETTING EQUIPPED – COURSE DESCRIPTIONS

These core courses take place Thursday and Friday. You may choose one course for the two-day period and indicate a second choice on the registration form in case your first choice is over-subscribed.

1. Empowering Ourselves and Others: Advanced Leadership Skills

Already a union activist? Ready for more responsibility? For women who hold or have held union office, this course will help you articulate your vision, learn how to mentor your Sisters, and ensure the next generation of women are able to learn from your experience. Learn other essential leadership skills to ensure that women's voices continue to be heard in your union.

2. Skills for New Activists

What is the labour movement about, and what am I walking into? These questions and more will be answered as we build our unions through energetic new activism and the increased participation of our diverse membership.

Women's stories, unique histories, and individual experiences factor greatly in creating unions that are inclusive and responsive to new members and activists. Course content will include:

- ❑ Structure of the labour movement - an overview
- ❑ Making our voices heard and representative of our concerns
- ❑ Practicing skills in assertive communication, conflict resolution
- ❑ Dealing with resistance to change
- ❑ Mentoring and our relationships as experienced and less experienced Sisters
- ❑ Strategies for organizing and mobilizing with coalition and community partners

As we look to struggles ahead, we take steps to unite and progress together – shoulder to shoulder.

3. Women's Ways of Organizing

Finding your voice, talking with others one-on-one and building effective small groups are at the heart of successful internal organizing. Are your members active and interested? Learn how to connect with others, and inspire and motivate your union Sisters to participate in your union and its vision.

4. Women's Political Activism – A Different Approach

Why aren't more women involved in politics? What are "women's issues"? What are the challenges women face in getting involved, and what can I do to break down those barriers? All this and more will be answered in this important course designed to encourage women to participate in the political process, whether it is running for office or running a campaign. The core elements of this course are: an overview of political action and politics as they exist, the representation of women, defining women's issues, politics beyond the ballot box, community organizing, running for office, electoral campaigning and other aspects of political activism.

5. Skills for Union Education

Interested in serving as a union facilitator or instructor to pass along skills to your union Sisters? This workshop will give you the basics! Learn basic skills associated with the labour movement's popular education techniques. Draw out and build upon the experiences of the participants, facilitate good discussions and conduct role-play and other exercises. Features "practice facilitation"!

B. TAKING ACTION – WORKSHOP DESCRIPTIONS

These workshops take place on Saturday and you must choose one workshop, but again, please indicate a second choice.

1. Finding Your Balance

This workshop is designed to provide strategies to prevent "activist burnout". Learn how to schedule time for yourself into your calendar when demands on your time are coming from every direction. In this workshop, participants will gain a new perspective on ways to prioritize time and activities, and will learn de-stressing techniques.

2. I'm Here To Stay

Surprisingly, over 300 of the 522 occupations listed by the National Occupation Classification are still considered to be traditionally male. Yet as more women choose the careers still mostly dominated by men, they often find themselves in workplace environments that are less than welcoming. Learn important facts about these occupations and innovative techniques to push back against the stereotypes and myths that exist, so you can thrive in your chosen career.



3. **Catching Their Attention: Dealing with the Media**

Learn how to develop your message so it will be picked up by the media. Prepare a press release, learn to manage the issue(s) and develop the skills you need to be an effective communicator. Please note: this is not a writing course, but rather will provide participants with the skills needed when dealing with the media.

4. **Public Speaking: You Can Do It!**

Do you freak out when a reporter puts a microphone in your face at a demonstration or picket line? Are you nervous speaking at rallies? Learn how to think on your feet to write and deliver a quick speech that connects with audiences and politically motivates people to take action. Learn the art of getting the "30-second sound bite." Along with reducing anxiety, participants will gain confidence and practical experience in messaging, delivery, handling tough audiences and engaging listeners.

5. **"Crisis" Lobbies**

Learn to put your perspective forward in meetings with politicians of all parties. Quite often unions need to respond quickly by lobbying municipal, provincial or federal governments on issues important to working people. Learn how to set up, prepare for and conduct a lobby and how to follow up for maximum effect.

C. **EXPRESS YOURSELF – GROUP PROJECTS**

These mini-workshops will help participants re-energize each day through the use of art, dance, spoken word, music and theatre. No performance or artistic skills are required – only a strong desire to have fun by expressing your feelings, ideas or points of view in non-traditional ways. These are designed to be fun and free-flowing places for women to make their voices heard. They will provide participants with an opportunity to work with other women in a more informal environment.

These mini-workshops run over two days and take place Thursday and Friday from 3:15 pm – 5:30 pm on Thursday and 3:15 pm – 5:00 pm on Friday. Your group may decide to meet outside of classroom time. Each group will make a presentation to the rest of the Institute participants at the Closing Plenary on Sunday morning.

Please indicate one first choice and an alternative choice should your first selection be full.

1. **Painting My Picture** (*through art*)
2. **Dancing My Dance** (*through dance*)
3. **Telling My Story** (*through spoken word*)
4. **Drumming My Song** (*drumming and singing*)
5. **Acting My Part** (*through theatre*)

GENERAL INFORMATION ON THE INSTITUTE

UNIVERSITY OF VICTORIA (UVIC)

The University of Victoria enjoys a unique location on the southern tip of Vancouver Island, overlooking Haro Strait and the snow-capped Olympic Mountains. UVIC is in the Capital Regional District of BC.

Regular bus service from the campus to Victoria's city centre is available. Vancouver Island has regular ferry connections to Vancouver and Washington State, and Victoria is served by an International Airport located approximately 30 minutes from the University.

HOW TO REGISTER ONCE YOU ARRIVE

A map is attached at the end of this registration and information package. All places referred to in this brochure are highlighted on the Campus map.

Participants should register and check-in at the UVIC Housing office before registering for the Institute. The Housing office is located adjacent to Parking Lot #5, and is open 24 hours a day.

You cannot register at the Housing office before 3:00 pm (no exceptions).

Once you have checked-in and registered for your accommodation, you should proceed to the Summer Institute Registration Desk, located in the Queenswood Room.

PARKING

Parking is in the student parking area by the Housing, Food and Conference Services Building, in Parking Lot #5, off Sinclair Road. You must use the meter in Lot #5, and place the ticket on your dashboard. **Daily parking is \$5.00 per day.**

ACCOMMODATIONS

Residences

We have reserved a number of rooms in three student accommodation buildings for the exclusive use of the Summer Institute and will be for **WOMEN ONLY**. Any overflow from these rooms will be in mixed buildings provided additional spaces are still available for use. This means that other summer students will be in those buildings and they will therefore **NOT** be women only. All rooms are assigned on a first-come, first-serve basis.



If you are booking double (shared) accommodation and have a preference as to your roommate, please be sure to indicate this on the form in the space provided. If you do not list a rooming partner, we will assign a person to share with you.

For safety reasons, rooms must be taken as assigned. If you believe there is a strong reason for changing rooms, please talk to someone at the Summer Institute office. The Housing Office will NOT reassign rooms.

The reserved buildings consist of three floors, and there are **no elevators**. It is therefore essential that participants with mobility challenges identify this on the registration form and indicate the type of challenge.

There is also no air conditioning in these rooms, so if it appears the weather may be hot, you may wish to bring a small fan with you.

The average room is furnished with a bed, desk and chair, mirror, reading lamp and wardrobe. Rooms are clean and comfortable, but certainly not palatial. Shared washrooms are centrally located in each building. Our reserved buildings may have washroom facilities for both men and women on the same floor, but all will be designated "women only" for the duration of our Institute.

Linens are provided – blankets, sheets, pillows and pillowcases. Towels and soap are provided in your room on arrival and clean towels are put out daily.

A lounge equipped with colour television is located on each floor. Guests in the common area may prepare light snacks, but regular meal preparation is not permitted.

Keys

When checking in, you will be issued a room key and an exterior key to your building. Please remember to lock your room at all times. If you lose your key, there will be a charge of \$30 for each key that is lost and/or not returned when checking out. You will be responsible for this charge.

What to Bring

Please bring: your own facecloths, alarm clock, iron, coffeemaker and any personal supplies you may wish to have with you. If you will have children with you, please see the notes below under "Childcare".

Phones/Messages

Pay telephones are available in all residence complexes for OUTGOING calls only. Telephone messages will be taken at 250-721-8395, and will be posted on the bulletin board at the Housing Office.

Safety and Security

The Campus Security office provides two safety services – Safewalk and Campus Alone. Details on these and other safety provisions will be included in the package we will send to you once we have received your registration.

CLOTHING

Dress is very casual at the Summer Institute. There is always a chance of rain in Victoria, so bring a raincoat or light windbreaker, as well as a sweater for evening activities. It is a good idea to wear comfortable shoes as you will need to walk from the residence to your classes.

If you plan to participate in the yoga sessions, please bring your own mat if possible, and make sure you have comfortable, appropriate clothing.

CHILDCARE

The Summer Institute will provide childcare at the Institute. Child(ren) will be required to sleep on the floor in your room. Please bring a foam pad and a sleeping bag to accommodate your child(ren). For planning reasons, we must know your childcare requirements by **June 5, 2007**. A maximum of 2 children under 12 may sleep in a room with their parent.

If you need childcare during the Institute, please complete the Childcare Registration Form and send a deposit of \$100.00. This deposit will be returned to you by mail after the Institute if your child(ren) attended.

You will be required to complete childcare forms by the childcare providers. Please ensure you have your child(ren)'s Medical Services Plan Number(s) with you, as well as any additional health information related to your child(ren).

Childcare is provided only during the hours shown on the Childcare Registration Form. Parents are responsible for taking their children to and from the childcare centre for meals.

RECREATIONAL ACTIVITIES

UVIC has excellent recreational facilities onsite. Details will be provided to participants in their Institute kits at registration.

MEDICAL FACILITIES

The Health Services Building is located at the southeast corner of Parking Lot #5, directly outside of the residences and Housing Office. Complete medical services are available. Office hours are 8:30 am to 4:30 am, Monday to Friday.



After hours First Aid services are available by contacting the Housing Office, open 24 hours per day.

MESSAGES

There will be a message board located in the Institute Office. Please check the message board on a regular basis. Staff will NOT be responsible for delivering messages, only posting them.

SMOKING POLICY

Exposure to cigarette smoke is considered a health hazard, and all persons – whether students, staff or visitors – shall have the right to breathe clean air. All buildings are non-smoking and there is no smoking within 10 metres (30 feet) from any campus building.

Please note: The Capital Regional District has passed a very strict no smoking by-law.

FRAGRANCES

Because many participants may have a sensitivity to perfume and other fragranced products, we ask that you please refrain from using scented products. All classrooms and Institute events are to be fragrance-free.

SOLIDARITY GROUPS

Time and space can be made available outside of regular Institute activities for groups such as women of colour, First Nations women, LBT, women in male-dominated workforces or differently-abled women to meet to discuss issues and concerns they have in common. Any woman may initiate meetings by posting a notice on the bulletin board at the Institute Office. Meeting rooms must be assigned through the Institute office.

2007 SUMMER INSTITUTE FOR UNION WOMEN



FEES, ACCOMMODATION AND PAYMENT OPTIONS

SIUW 2007 FEES	Participant with NO accommodation	Participant with 4 nights double accommodation (shared)	Participant with 4 nights single accommodation
Early Bird – by June 5/07	\$450.00	\$575.00	\$650.00
Late - after June 5/07	\$500.00	\$625.00	\$700.00

Please note: If you require accommodation on Tuesday, July 3rd, ie. a 5th night, please calculate your additional room cost as shown below and submit one cheque for the registration fee, which must include the additional accommodation fee.

Fee Calculations:	Total
Participant with no accommodation (before June 5)	_____
Participant with 4 nights double accommodation (before June 5)	_____
Participant with 4 nights single accommodation (before June 5)	_____
Participant with no accommodation (after June 5)	_____
Participant with 4 nights double accommodation (after June 5)	_____
Participant with 4 nights single accommodation (after June 5)	_____
Additional accommodation – Single room \$47.75 x ___ nights	_____
Double room \$57.75 x ___ nights <i>(shared must have two participants for duration of extra nights' stay)</i>	_____
TOTAL REGISTRATION FEES:	\$ _____

Please indicate method of payment:

Cheque Money Order **(Made payable to the B.C. Federation of Labour)**

Payment by Union: _____

Union Name

Union Contact Person: _____ Tel: _____ Fax: _____

Email: _____

If you have chosen double accommodation, please indicate the name of the other participant with whom you wish to share. If no name is provided, we will pair you with another delegate.

I want to share with: _____

Expected Date of Arrival: _____ **Time:** _____



2007 SUMMER INSTITUTE FOR UNION WOMEN



ACCOMMODATION AND MEALS

Please note the early bird deadline is June 5, 2007. Registrations must be received by June 5th in order to receive the reduced rate. Registrations received after this date may not be able to be accommodated or may find their course/workshop choices filled.

All participants, facilitators and instructors must complete this form to assist with the planning process. Please be sure to complete this form in its entirety.

Type of Participant: Participant Facilitator/Instructor

Accommodation Required: Yes No

I have special accommodation needs: Yes* No

*If yes, please specify: _____

I require childcare services: Yes* No

*If yes, please ensure you complete the separate Childcare Registration form

I have special dietary needs: Yes* No

*If yes, please check one. (Note: vegetarian includes dairy products)

Vegetarian Vegan Diabetic Non-Dairy Other*

Please explain "other": _____

Additional Activities Charge - Please indicate whether you would be prepared to pay a fee of up to \$30.00 for the following health & relaxation services to take place during the Institute:

Yoga Yes No **Massage** Yes No

Facial Yes No **Manicure or Pedicure** Yes No

If these are arranged, do you wish to participate? Yes No

Diversity - To help us ensure a good mix of participants throughout the various events at the Summer Institute, you may wish to voluntarily self-identify by checking one of the following:

Lesbian Bisexual Transgendered

First Nations Aboriginal Differently-Abled

Other Ethnicity If you wish, please list your ethnicity or heritage:

2007 SUMMER INSTITUTE FOR UNION WOMEN REGISTRATION FORM



(Please Print)

NAME: _____
(as you would have it appear on your name tag)

MAILING ADDRESS: _____

CITY: _____ POSTAL CODE: _____

TELEPHONE: (work) (____) _____ HOME: (____) _____

EMAIL: _____

UNION NAME: _____
(Please write out)

LOCAL: _____

UNION RANKING OFFICER NAME (spell out): _____

TITLE: _____

SIGNATURE OF UNION RANKING OFFICER: _____

Note: Your registration will not be processed without union approval and full payment.

COURSE SELECTION

You are able to take one course/workshop under each of these 3 categories. Please indicate title & number of each choice, for example, if you wanted to take **#2: Skills for New Activists** please put that under the first column, **Getting Equipped**, as your first choice. Courses are filled on a first-come, first-serve basis.

CHOICES	GETTING EQUIPPED (Core Courses) <i>see pages 5 – 6</i>	TAKING ACTION (Saturday Workshops) <i>see pages 6 – 7</i>	EXPRESS YOURSELF (mini-workshops) <i>see page 7</i>
1 st choice			
2 nd choice			
3 rd choice			

Privacy Statement: The personal information provided in this registration form will only be used for the purposes of session registration and will not be sold, shared or otherwise provided to any third party, unless it is for the purpose of academic research that complies with appropriate standards of confidentiality. The B.C. Federation of Labour may use the contact information that you have provided to contact you, or provide you with additional information in the future.

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2007 SUMMER INSTITUTE FOR UNION WOMEN

REGISTRATION INFORMATION

The total registration fee listed below includes three meals a day including refreshment breaks, course materials, childcare, if applicable, and taxes.

SIUW 2007 FEES	Participant with NO accommodation	Participant with 4 nights double (shared) accommodation	Participant with 4 nights single accommodation
Early Bird – by June 5/07	\$450.00	\$575.00	\$650.00
Late - after June 5/07	\$500.00	\$625.00	\$700.00`

Please ensure your cheque for payment for the Institute is included with your completed registration form and forwarded to us by **June 5, 2007**. **Reservations will be accepted after this deadline on a "space available" basis only.**

If you have not registered by this date, please call the B.C. Federation of Labour at (604) 430-1421 to find out if space is still available.

Methods of payment are shown on the registration form attached. Registration for the Institute commences at 3:30 pm on Wednesday, July 4, 2007 in the Queenswood Room.

NOTE: Your union must authorize your participation at the Institute. There is a section on the registration form for this authorization. Please be sure both sections are completed so we have contact info for both you and your union.

CANCELLATIONS AND REFUNDS

All cancellations must be received in writing and accompanied by proof of payment. Requests should be directed to the B.C. Federation of Labour.

Cancellations received **prior to June 5, 2007** will receive a full refund, less a \$50.00 handling charge.

Cancellations received **after June 5, 2007, but before June 12, 2007**, will receive a refund of \$150.00.

There will be no refunds issued for cancellations received **after June 12, 2007**.

2007 SUMMER INSTITUTE FOR UNION WOMEN

QUESTIONS? NEED MORE INFORMATION? HOW TO REACH US

Registration and Accommodation

For questions regarding registration and accommodations, please contact:

B.C. Federation of Labour
#200 – 5118 Joyce Street
Vancouver, BC V5R 4H1
Email: admin@bcfed.com



Program Information or Course Content

For questions related to the Summer Institute Program, courses/workshops being offered, or other events taking place during this year's Institute, please contact:

B.C. Federation of Labour
#200 – 5118 Joyce Street
Vancouver, BC V5R 4H1
Email: women@bcfed.com

The information contained in this brochure is also available on our website, at www.bcfed.ca

We hope to see you at this year's Summer Institute for Union Women.



2007 SUMMER INSTITUTE FOR UNION WOMEN



PARTICIPANTS' QUESTIONNAIRE

At each Summer Institute, we hope to have a broad range of participants from different experiences. In order to ensure participation from all experience levels, please share with us your own experiences both within and outside of your own union. You **must** complete this questionnaire as part of the registration process and send it with your registration forms and payment.

NO PRIOR INVOLVEMENT

INVOLVEMENT IN YOUR UNION

Positions Held:

<input type="checkbox"/> Executive	Position _____	Years _____
<input type="checkbox"/> Council	Position _____	Years _____
<input type="checkbox"/> Committee	Specify _____	Years _____
<input type="checkbox"/> Other	Specify _____	Years _____

Union Convention Delegate Yes No Year(s) _____

Union Conferences Attended (specify)	Year	Union Education Course	Year

B.C. FEDERATION OF LABOUR, CANADIAN LABOUR CONGRESS AND LABOUR COUNCIL EXPERIENCE

Executive Member (position) _____ Years _____

Committee Member (specify) _____ Years _____

Convention Delegate Years _____

Conference(s) (specify) _____ Year _____

_____ Year _____

Summer Institute for Union Women - Years Attended: _____

BCFED/CLC Courses

Courses _____ Year _____

Courses _____ Year _____

Courses _____ Year _____

ANY OTHER RELEVANT EDUCATION, EXPERIENCE AND POLITICAL INVOLVEMENT:

2007 SUMMER INSTITUTE FOR UNION WOMEN

CHILDCARE REGISTRATION FORM

Childcare will be provided during the following hours:

Wednesday, July 4	3:00 pm – 10:00 pm
Thursday, July 5	8:30 am – 9:00 pm
Friday, July 6	8:30 am – 8:00 pm
Saturday, July 7	8:30 am – 10:00 pm
Sunday, July 8	8:30 am – 2:00 pm



Number of child(ren):

Name(s)	Age(s)

I will require childcare for the duration of the Institute OR

I will require childcare for the following days only: _____

Special needs/requirements: _____

Food Allergies: _____

(Parent's Signature)

(Date)

PLEASE NOTE: Children must be taken to and from the cafeteria for meals by the parent. You will be required to fill out registration forms when you go to the Childcare Room. They will also require your child(ren)'s Medical Services Plan Number(s).

Please return a deposit of \$100.00 with this form. The deposit will be returned to you by mail after the Conference if your child(ren) attended.

DEADLINE FOR REGISTRATION IS JUNE 5, 2007

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