



## BC Federation of Labour Constitutional Convention 2018

Vancouver Convention Centre, Vancouver, BC

November 26 – 30, 2018

**\*\*Please make additional copies, depending on your delegate entitlement\*\***

### DELEGATE (PLEASE PRINT CLEARLY)

LOCAL \_\_\_\_\_

FIRST NAME	LAST NAME	HOME PHONE	CELL PHONE
ADDRESS	CITY	POSTAL CODE	PERSONAL EMAIL

The above member has been elected by our Local to attend the 2018 BC Federation of Labour Constitutional Convention.

CHAIRPERSON \_\_\_\_\_

SECRETARY-TREASURER \_\_\_\_\_

### ACCOMMODATION

Provincial Office will cover the cost of accommodations for ALL Delegates which includes: shared room and taxes. However, if you do not wish to stay in the hotel, the full per diem of \$75 WILL be paid. Please note the hotel is non-smoking, **INCLUDING** balconies.

I do **NOT** require accommodations (full per diem provided)

I **DO** require accommodations

I identify my gender as \_\_\_\_\_

If possible, I prefer to share a room with \_\_\_\_\_  
NAME LOCAL

Do you have any medical condition(s) or require special accommodations that we should be aware of, that could impact your ability to participate in this event? Yes  No   
If yes, please briefly explain. (In some cases, a Physician's note may be required.)

**Do you identify as a member of an Equity Seeking Group?** (Check any that apply)

LGBTQ2S       Indigenous (First Nations)       People with disAbilities  
 Person of Colour (Ethnic Diversity)       Women       Youth (30 yrs or younger for BC FED)

➤ **THIS FORM MUST BE RECEIVED IN HEU'S PROVINCIAL OFFICE, 5000 North Fraser Way, Burnaby, B.C. V5J 5M3, NO LATER THAN THURSDAY, OCTOBER 11 at 5:00 p.m.**

➤ **See Reverse....**

# CHECKLIST

## BC Federation of Labour Constitutional Convention 2018

All paperwork must be received by Thursday, October 11, 2018, 5:00 p.m. at  
HEU's Provincial Office, 5000 North Fraser Way, Burnaby, B.C. V5J 5M3

- Delegate/Accommodation Form
  - Signed by Chairperson AND Secretary-Treasurer
  - Accepted forms of submission:
    - Mail (address above)
    - Fax 604-739-1510
    - Email [cklein@heu.org](mailto:cklein@heu.org)
  
- Alternate List Form
  - Signed by Chairperson AND Secretary-Treasurer

### NOTE:

- If the Chairperson and/or Secretary-Treasurer are not available, another Local officer(s) who was present during the Delegate elections can sign the Delegate/Accommodation Form and Alternate Form, but two (2) signatures are required.
  
- The signature of the officers confirms that the Delegates/Alternates were elected at a duly constituted Local meeting with quorum and were eligible as per the provisions of Article 4 of the HEU Constitution and By-Laws.
  
- The Local or the Delegate must advise their Employer they will be on unpaid leave – union business, according to the applicable Article of their Collective Agreement.
  
- For Locals with over 250 members, the Delegate/Accommodation Form is for automatic Delegate status. For Locals with under 250 members, this is a nomination for Delegate status and registration will depend on the outcome of the small Local rotation.