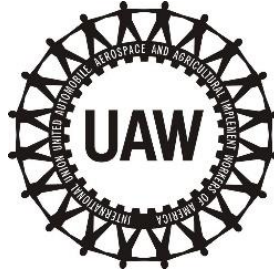


**OFFICIAL CALL TO THE
2024 UAW JOINT
TECHNICAL, OFFICE AND PROFESSIONAL (TOP)
AND WOMEN'S CONFERENCE**



August 25-30, 2024

**Marriott Marquis
2121 S. Prairie Avenue
Chicago, Illinois 60616**

May 7, 2024

TO: All UAW TOP Local Union Presidents, Vice Presidents, Financial Secretaries & Recording Secretaries

RE: UAW Technical, Office and Professional (TOP) and Women's Conference

Greetings:

I am pleased to announce that the 2024 UAW Joint Technical, Office and Professional (TOP) and Women's Conference will be held Sunday, August 25 through Friday, August 30, 2024, in Chicago, Illinois.

Please see the attached information.

I look forward to seeing you at the Conference.

In solidarity,

A handwritten signature in black ink that reads 'Laura E. Dickerson'. The signature is fluid and cursive, with a large initial 'L'.

Laura Dickerson, Director
Technical, Office and Professional (TOP) Department
and UAW Region 1A

LD:RH:cg
opeiu494afl-cio

cc: International Executive Board
Regional Assistant Directors
Todd Brien
Nicole Current
Joe Ferro
Rod Heard
Brandon Keatts

EVENT DETAILS AND AGENDA

SUNDAY, AUGUST 25, 2024

Registration: 1:30 p.m. – 5:30 p.m.

Conference Opens: 6:00 p.m.

Evening Activity: Networking Event (optional)

MONDAY, AUGUST 26, 2024

Represent Your Region Day

Late Registration: 7:00 a.m.

Plenary Session: 9:00 a.m. – Noon

Workshop Hours: 1:30 p.m. – 4:30 p.m.

Evening Activity: Mini Workshop (optional)

Lunch Provided

TUESDAY, AUGUST 27, 2024

Mobilize to Empower Day (wear Purple)

Plenary Session: 9:00 a.m. – Noon

Workshop Hours: 1:30 p.m. – 4:30 p.m.

Evening Activity: Mini Workshop (optional)

Lunch Provided

WEDNESDAY, AUGUST 28, 2024

Picture Day Conference T-Shirt

Workshop Hours: 9:00 a.m. – noon

Photos: TBD

Sector Council Meetings: 1:30 p.m. – 2:30 p.m.

Nominations and elections will be held for the Sectors.

Regional Council Meetings: 3:00 p.m. – 4:00 p.m.

ITOPAC Meeting: 4:15 p.m.

Evening Activity: Mini Workshop (optional)

Lunch Provided

THURSDAY, AUGUST 29, 2024

Rosie the Riveter Day

Workshop Hours: 9:00 a.m. – 11:30 a.m.

Plenary Session: 1:30 p.m.

Award Reception and Gala: 6:00 p.m.

Lunch & Dinner Reception Provided

FRIDAY, AUGUST 30, 2024

Travel Day

SUBJECT TO CHANGE

PER DIEM

Per Diem

Meals that are provided must be subtracted from the daily per diem of \$55 per day (\$12 Breakfast, \$14 Lunch, \$29 Dinner) based on hotel billing and \$25 for day of return.

The per diem payout for the 2024 UAW Joint Technical, Office and Professional (TOP) and Women's Conference is as follows:

- Sunday, August 25, 2024, per diem \$55 (\$12 Breakfast, \$14 Lunch, \$29 Dinner)
- Monday, August 26, 2024, per diem \$41 Breakfast and Dinner (\$14 Lunch will be provided)
- Tuesday, August 27, 2024, per diem \$41 Breakfast and Dinner (\$14 Lunch will be provided)
- Wednesday, August 28, 2024, per diem \$41 Breakfast and Dinner (\$14 Lunch will be provided)
- Thursday, August 29, 2024, per diem \$12 Breakfast (\$43 Lunch and Dinner will be provided)
- Friday, August 30, 2024, travel day \$25

REGISTRATION

Pre-Event Registration

Registration for the event will be done through LUIS by selecting under the 'Conference' tab. Pre-registration will be open from May 13, 2024, until July 29, 2024. The conference registration fee is **\$375** per participant and must be paid by local unions using ACH. Local unions will pay online through LUIS by choosing 'Womens & TOP' then 'TOP Payment' option under the 'Conference' menu.

If you are not registered on LUIS, please use the link and login information below:

Website: <https://women.uaw.org/>

Username: 2024UAWWomenTOP

Password: solidarity2024

If it is necessary for a participant to cancel, no refunds will be issued after August 10, 2024, however local unions may replace participants no later than August 10, 2024.

TRAVEL INFORMATION

Travel for Participants

Conference participants are responsible for making their own hotel and travel arrangements. The travel dates are Sunday, August 25, 2024 and Friday, August 30, 2024.

All participants are expected to arrive at the Marriott Marquis Chicago by 6 p.m. on Sunday, August 25, 2024 and remain until the conference concludes after General Session on Thursday, August 29, 2024. Arrivals and departures should be arranged accordingly.

Arrangements for booking airline reservations have been made with Travel Solutions International (TSI USA). TSI USA requires a one-time registration for each local union agreeing to their services. If you have not previously submitted the required information, please use this link: (<https://form.jotform.com/210403752631041>). Please allow 24 hours for TSI USA to process your registration. Once the local union is registered, you may call TSI USA at (866) 397-0667 to make airline reservations. The transaction fee for making airline reservations is \$20.00 per person.

Travel for Guests In keeping with UAW policy, guest travel is not a reimbursable expense and reservations for guest travel cannot be made through the UAW's travel partner (TSI USA).

Lodging

Lodging Rooms at the Marriott Marquis Chicago have been secured at a discounted rate of \$217.19 (\$185 group rate and 17.4% State and Local Taxes) Hotel Room Tax. The deadline to make a hotel reservation is Friday, August 9, 2024. Reservations can be made by calling (888) 236-2427 or 312-824-0500 or online by using the hotel link <https://book.passkey.com/go/UAWConference2024> The hotel link is also available on LUIS.

Self-Parking

Self-Parking is conveniently located for guests via Skybridge in Lot A of McCormick Place. Skybridge connectivity to the Marriott Marquis Chicago is located on the 3rd Floor of Lot A.

- GPS Address: 2301 S. Prairie Ave
- Rates: 0-16 hours: \$25.00 | 16-24 hours: \$38.00
- **Non-Overnight Guests:** Self-Parking pay stations are available in Lot A upon your departure. In and Out privileges are not included.
- **Overnight Guests:** Self-Parking will be added to your rooms bill at \$38 a night. Your room key will act as your access pass to Lot-A. In and Out privileges included.

Valet Parking

Limited Valet Parking services on a first-come/first-serve basis.

Guests' room keys will provide in/out access for Self-Parking in Lot A for overnight guests.

- **GPS Address: 2121 S. Prairie Ave.**
- Standard Rates | 0-1 Hours: \$21 | 1-3 hours: \$25 | 3-9 hours: \$31 | 9-24 hours: \$54
- Event Rate | \$37

Lost Time and Expenses

All expenses, including hotel and airfare, and lost time wages are the responsibility of each local union. All other expenses to this event (baggage, parking, meals) are the responsibility of the delegate attending the event, and they should follow normal reimbursement processes provided to them by their local bylaws.

