

THE UNITED CHURCH OF CANADA / L'EGLISE UNIE DU CANADA
Newfoundland & Labrador Conference / Synode De Terre-Neuve et du Labrador
East & West Districts

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Ms. Alison Piercey, Administrator

'Congregational Life: Seek, Serve, and Celebrate'

TO: All Delegates to East District

If you are no longer a delegate, please give this mailing to the new delegate or your minister so that it may be passed to the appropriate person.

FROM: Newfoundland & Labrador Conference Office

RE: **East District Spring Meeting: May 23 - 25, 2008, St. James, St. John's, NL**

DATE: March 19, 2008

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Preparations have begun for the meeting of the East District hosted by **St. James Pastoral Charge**, St. John's, from **FRIDAY, May 23 to SUNDAY, May 25, 2008**. Please complete the enclosed registration form and return it no later than **Friday, April 18, 2008**. Please read all of the enclosed information carefully. It is very important that the information requested on the registration form be provided so that proper arrangements can be made for our gathering.

In the past, a number of delegates have requested meals and billets after the stated deadline. Please understand that these dates are set because the hosting groups need to know how many people to plan and prepare for. Hosting a District Meeting is an enormous undertaking, and many volunteers work months in advance of our arrival. We respectfully ask that you ensure your completed registration information is returned to the Conference Office by **April 18, 2008**. **Unfortunately, the District cannot guarantee accommodations or meals to anyone who is not registered by that date.**

All delegates and alternates must be elected by their Pastoral Charge. It is the responsibility of the PASTORAL CHARGE to notify the District Secretary or District Office of changes to the delegate list before the registration deadline. Alternates must also be pre-registered using the accompanying form.

A copy of the proposed Agenda for the meeting will be included in the Docket, which will be mailed in May.

Please note the following:

- There will be an orientation session for new delegates prior to the beginning of the meeting.
- A reminder that the limit is one car, one round trip for each Pastoral Charge, except where a number of delegates warrant the use of two vehicles.
- Travel claims must be approved by District Treasurer or Finance Chair before being submitted for payment.
- During meetings, for delegates who need to leave for emergency reasons, excuse slips will be available at the Business Table. Please take a moment to fill in these slips so we know why and when you need to be absent.
- Childcare services will be available through St. James United Church for children of delegates.
- We ask that you respect our request to provide a **“Scent-Free”** environment at this upcoming meeting.

‘Congregational Life: Seek, Serve, and Celebrate’

2008 REGISTRATION FORM
East District Meeting, May 23 – 25, 2008

IT IS VERY IMPORTANT THAT ALL SECTIONS OF THIS FORM BE COMPLETED!

Delegate's Name: _____

Non-Delegate / Guest's name if attending: _____

Mailing Address: _____

Telephone #: _____ E-Mail: _____

Pastoral Charge: _____

If an alternate, whom are you replacing? _____

PAYMENT: All delegates will be required to pay a \$40.00 registration fee to assist District with expenses incurred. Please make cheque payable to: *The United Church of Canada.*

PLEASE CHECK MEALS AND ACCOMMODATIONS REQUIRED:

	FRIDAY	SATURDAY	SUNDAY
MEALS:	Supper	Lunch	Banquet
DELEGATE			
Non-Delegate / Guest			
Cost of meals for non-delegate/guest	\$10.00	\$6.00	\$12.00

_____ I will require a billet. _____ I will arrange my own accommodations.

_____ I will require child care services (age of child/ren) _____

_____ I will be attending the Celebration of Ministries Service, Sunday, May 25, 2008 at St. James United Church, St. John's.

BILLET NEEDED FOR:	FRIDAY	SATURDAY	Additional night/s (please specify)
DELEGATE			
Non-delegate / guest			

	Special Diet (<i>explain</i>)
	Allergies (<i>explain</i>)
	Other Special Needs (<i>explain</i>)

PLEASE RETURN YOUR COMPLETED REGISTRATION FORM
by **April 18, 2008** to:

The United Church of Canada
320 Elizabeth Avenue
St. John's, NL A1B 1T9
Via Fax: (709) 754-8336