



All CWA District 2-13 Local Presidents

FROM: Edward F. Mooney, Vice President *EFM*
DATE: November 17, 2017
SUBJECT: **2018 LOCAL OFFICER TRAINING**

We are pleased to invite you to our 2018 Local Officer Training intended for all CWA District 2-13 Local Officers.

This weeklong training session is being held at the **Tommy Douglas Conference Center, 10000 New Hampshire Avenue, Silver Spring, Maryland.**

You are encouraged to book your room(s) early to get the best rates. We have blocked a limited number of rooms at the Tommy Douglas Conference Center at \$169.00 single (one K or Q bed, one guest) and \$229.00 double (two queen beds, two guests) per night. This rate also includes breakfast and dinner.

Please call (240) 645-4000 or email guestservices@tommydouglascenter.com to make, change or modify your reservations. Tell them you are booking for the **CWA LOCAL OFFICER TRAINING**. The guaranteed special room rates expire on **January 12, 2018**.

Registration will be on Sunday January 21, 2018 from 3:00 PM to 5:30 PM. The training begins on Monday, January 22, 2018 at 9:00 AM and concludes at noon on Friday, January 26, 2018.

There is a registration fee of \$50.00 for each Local Officer attending. Please send your payment along with the names and titles of each person expected to attend from your Local **by Friday, December 15, 2017**. Checks can be made payable and mailed to:

CWA District 2-13
230 S. Broad Street
Philadelphia PA 19102
Attn: Alicia McCants

If you have any questions, please contact the CWA District 2-13 office in Philadelphia at 215-546-5574.

In unity

EFM/arm

