



Teamsters Leadership Academy **Announcement**

New Officer Training and Education (NOTE) Program IBT Headquarters, Washington, D.C. February 2-4, 2010

The IBT Training and Development Department is conducting a program for newly-elected Local Union principal officers, secretary-treasurers, and trustees only, on February 2-4, 2010 in Washington, D.C. This three-day training will draw on the expertise of IBT attorneys and staff and will focus mainly on the legal and constitutional requirements of Teamster officers.

NOTE: Before making hotel or travel arrangements, please contact Marie Nolan in the Training and Development Department, (202) 624-8965, to confirm space availability.

WHO: Local Union Principal Officers, Secretary-Treasurers and Trustees ONLY

WHEN: Tuesday, February 2, 2010
Registration: 8:00 a.m.-9:00 a.m.
Program: 9:00 a.m. to 5:00 p.m.

Wednesday - Thursday, February 3-4, 2010
Program: 9:00 a.m.-5:00 p.m.

WHERE: IBT Classroom
25 Louisiana Avenue, N.W.
Washington, D.C. 20001

HOTEL: The Liason Hotel
415 New Jersey Avenue, NW
Washington, DC 20001
Single or Double Room - \$199.00 (Be sure to ask for the Teamster rate.)
Tel: (202) 638-1616

This is a suggested hotel located next door to the IBT. To make reservations, please call the hotel directly or contact Teamsters Travel at 1-800-IBTFLY1. Affiliates are responsible for the cost of their own transportation and lodging. Continental breakfast and lunch will be provided.

COST: There is a registration fee of \$165.00 per person for this program. Please make checks payable to: International Brotherhood of Teamsters and send with registration form to the IBT Training & Development Dept, 25 Louisiana Avenue, NW, Washington, D.C. 20001.



Teamsters Leadership Academy Registration

New Officer Training & Education (NOTE) Program February 2-4, 2010

Mr. _____ Mrs. _____ Ms. _____

Name: _____ Email: _____

Local Union: _____ Position or Title: _____

How long in this position? _____

Have you made hotel reservations yet? Yes ___ No ___ Hotel not required ___

Arrival date: _____ Departure date: _____

Have you visited IBT headquarters before? Yes ___ No ___

Please tell us about your background with the Teamsters Union to give us an idea of your level of experience.

Are there any particular issues or topics you would like for us to address in this program? If so, please describe. We will try to accommodate your requests, if possible.

Please return this form with payment to Marie Nolan, IBT Training & Development Department, 25 Louisiana Avenue, NW, Washington, DC 20001, no later than January 22, 2010. Thank you.