**IMPORTANT DATES FOR CONGRESS 2017**

**26th September 2016** Nomination forms for elections issue.

**18th December 2016(R)** Last date for receipt of motions from Branches, Executive Committee and Security Fund Committee to Head Office for submission to Standing Orders Committee.

**19th January 2017** Last date for receipt of nominations for positions of Vice-President, Security Fund Committee, Standing Orders Committee for Areas 13 and 18 and Area Representatives for the following areas:

**Area:**

2 Roscommon, Longford, Westmeath and Offaly

4 Wexford, Co. Waterford, Waterford City, Tipperary SR and Kilkenny

6 Dublin & Dún Laoghaire

8 Co. Sligo, Leitrim and Donegal

10 Dublin City

12 **C&C Schools** in Counties Donegal, Galway, Leitrim, Longford, Mayo, Roscommon, Sligo, Westmeath

14 **C&C Schools** in Counties Carlow, Clare, Cork, Kerry, Kilkenny, Laois, Limerick, Offaly, Tipperary, Waterford, Wexford.

16 **Third Level Colleges –** Dublin City

18 **Third Level Colleges –** Donegal, Sligo, Leitrim, Longford, Roscommon, Westmeath.

**1st February 2017** Issue of ballot papers for elections

8th February 2017(R) Preliminary Agenda will issue to Branches

**17th February 2017**  Last date for receipt of annual election ballot papers

**28th February 2017(R)** Last date for receipt of:

 **.** amendments to Preliminary Agenda

 **.** order of priority for motions in each section

 **.** names of delegates to Congress

**28th March 2017(R)** The Final Agenda will issue; also the General Secretary's Report; Balance Sheet and Financial Statement; names of delegates to Congress and the Branches represented.

**11th April 2017(R)** Last date for receipt of questions on the Annual Report and Annual Accounts.

**18th April 2017 CONGRESS OPENS**

 **Note**:

 Rule 13 (ii) which reads as follows determines the number of delegates:

 "One delegate from each Branch of which the members in benefit do not exceed thirty and one delegate for each fraction of thirty, as per the following table:

 Members Delegates

 1 - 30 1

 31 - 60 2

 61 - 90 3

 91 - 120 4

 121 - 150 5

 151 - 180 6

 and so on".

 In-benefit members for the purpose of arriving at the number of delegates to the Annual Congress are fully paid-up members for the month of December whose subscriptions have been received by the General Secretary on or before the last Friday in February, i.e. ***Friday, 24th* *February 2017*.**

Delegates to Annual Congress shall be elected by their Branches at the Annual General Meeting or at a properly convened Branch Meeting where the item appears on the Agenda.

**2nd May 2017**  Last date for receipt of nominations for the position of President.

**15th May 2017** Ballot papers for election of President will issue.

**30th May 2017** Last date for receipt of ballot papers for Presidential election.

(R) Under Rule

# ANNUAL CONGRESS 2017

**18th – 20th April 2017**

Congress 2017 will take place in Cork City. It will be held in the **Clayton Silver Springs Hotel.**

Reservations for accommodation during Annual Congress can be made with the following hotels:

## Cork Airport Hotel

Tel: 021 4947500 Email reservations@corkairporthotel.com

€150 per room twin/double (Room only)

 €150 single (Room only)

Bookings must be made before 17th January 2017 to avail of the above rates.

**Cork International Hotel**

Tel: 021 4549800 Email info@corkinternationalhotel.com

 €150 per room twin/double (Room only)

 €150 single (Room only)

Bookings must be made before 17th January 2017 to avail of the aboverates.

**Metropole Hotel**

Tel: 021 4643772 Email info@themetropolehotel.ie

 €150 per room twin/double (Room only)

 €150 single (Room only)

Bookings must be made before 17th January 2017 to avail of the above rates.

**Montenotte**

Tel: 021 4530050 Email reservations@themontenottehotel.com

 €75 per person twin/double B&B

 €105 single B&B

 €17.50 per child under 12 per night sharing with adult

 Children under 3 are free.

Bookings must be made before 20th February 2017 to avail of the above rates***.***

**Radisson Blu**

Tel: 021 4297000 **www.Radisson Blu.com**

€115 per room twin/double B&B

 €102 single (B&B)

 €150 family room (2 adults + 2 children under 10)

 €205 interconnecting family suite (2 adults, 4 children)

Bookings must be made before 20th February 2017 to avail of the above rates.

**Rochestown Park**

Tel: 021 4890800 Email res@rochestownpark.com

 €140 per room twin/double B&B

 €125 single B&B

Bookings must be made before 17th January 2017 to avail of the above rates.

**Imperial Hotel**

Tel: 021 7306626 Email reservations@imperialhotelcork.ie

 €150 per room twin/double B&B

 €130 single B&B

Bookings must be made before 17th January 2017 to avail of the aboverates.

**Ambassador Hotel**

Tel: 021 4539000 Email **reservations@ambassadorhotel.ie**

€119 per room twin/double B&B

 €109 single B&B

 €129 triple room/family room (2 adults + 1 child)

 €139 family room (2 adults + 2 children)

Bookings must be made before 27th March 2017 to avail of the aboverates.

**Reservations**

Reservations should be made directly with the hotels. There are no booking forms required.

## Crèche

Further information regarding the crèche, including application forms, will be sent to you at a later date.

**Meals at Congress**

All meals will be available in the Clayton Silver Springs Hotel.