**IMPORTANT DATES TO ANNUAL CONGRESS 2018**

**15th September 2017** Nomination forms for annual elections issued.

**18th December 2017(R)** Last date for receipt of motions from Branches, Executive Committee and Security Fund Committee to Head Office for submission to Standing Orders Committee.

**8th January 2018** Last date for receipt of nominations for positions of Vice-President, Security Fund Committee (1 vacancy), Standing Orders Committee for Areas 10 and 19 and Area Representatives for the following areas:

**Area:**

1 Wicklow, Kildare, Laois and Carlow

3 Cavan, Monaghan, Louth and Meath

5 Tipperary N.R., Clare and Limerick City

7 Kerry, Limerick County

9 Cork City and Cork County

11 Galway City, Galway County and Mayo

13 **C&C Schools** in Counties Cavan, Dublin, Kildare, Louth, Meath, Monaghan, Wicklow

15 **Third Level Colleges –** Dublin (excluding City), Louth, Monaghan, Cavan, Meath, Kildare, Offaly, Laois, Wicklow, Carlow, Kilkenny, Wexford

17 **Third Level Colleges -** Cork, Tipperary and WIT

19 **Third Level Colleges –** Kerry, Limerick, Clare, Galway, Mayo.

**Please note that nominations will close at 2.30 p.m. on 8th January rather than 5.00 p.m.**

**18th January 2018** Issue ballot papers for elections

30th January 2018(R) Preliminary Agenda will issue to Branches

**5th February 2018**  Last date for receipt of annual election ballot papers

**13th February 2018(R)** Last date for receipt of:

 **.** amendments to Preliminary Agenda

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

 **.** names of delegates to Congress

**13th March 2018(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.

**27th March 2018(R)** Last date for receipt of questions on the Annual Report and Annual Accounts.

**3rd April 2018 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, 23rd* *February 2018*.**

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

**25th April 2018**  Last date for receipt of nominations for the position of President.

**11th May 2018** Ballot papers for election of President will issue.

**30th May 2018** Last date for receipt of ballot papers for Presidential election.

(R) Under Rule

# ANNUAL CONGRESS 2018

**3rd – 5th April 2018**

Congress 2018 will take place in Wexford. It will be held in the **Clayton Whites Hotel, Abbey Street, Ferrybank South, Wexford.**

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

**Maldron Hotel Wexford**

**Tel:**  053 9172000 **Email**reception.wexford@maldronhotels.com

€100 per single room per night B&B

 €75 per person sharing per night B&B in twin/double room

 €25 per child from 5 – 14 years.

Bookings must be made before 6th February 2018 to avail of the above rates.

## Ferrycarrig Hotel

**Tel**: 053 9120999 **Email** reservations@ferrycarrighotel.com

 €130 single room per night B&B

 €70 per person sharing per night B&B

 Children 0-3 years comp. 4-12 an extra €20 per child per night B&B

Bookings must be made before 20th February 2018 to avail of the above rates.

**Talbot Hotel Wexford**

**Tel**: 053 9122566 **Email** reservations@talbothotel.ie

 €125 per single room per night B&B

 €85 per person sharing per night B&B

Bookings must be made before 20th February 2018 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 Whites Hotel.