

## Registration



Municipal Delegate registration this year is \$450.00. Every municipality must complete the enclosed registration form and return it to the MNL Office with the registration fees by the deadline for registration which is - Friday, September 2nd, 2016. Each municipality may register any number of delegates but may only register two voting delegates. Voting Delegates must be members of Council as Municipal staff are not permitted to vote. [Click here for the Registration Form](#)

## Resolutions – 2016



The deadline for resolutions is Friday, August 12, 2016. [Click here for our helpful guideline on how to draft a resolution.](#)

Nominations for MNL Board of Directors This year the MNL Board positions for which nominations are being accepted, all for two-year term, are as follows: Avalon Director, Central Director, Eastern Director, Labrador Director, Northern Director, Western Director. Please complete and return the nomination form to the MNL office by close of business

on Thursday, September 8th, 2016 (21 business days prior to the Convention). Please note that this is the absolute deadline for nominations. Nominations will not be accepted from the floor, unless there is an unexpected vacancy or if nominations were not received for an available position. [Click here to download the Nomination Form](#)

## Agenda



The MNL Convention Committee is working on a comprehensive and interactive agenda once again this year.

## Accommodations



Accommodations for the upcoming 2016 Annual Convention and Trade show have been available for booking for some time. MNL block booked rooms at the Delta St. John's, JAG Hotel and at the Extended Stay Hotel in St. John's. Please contact those hotels directly to see if rooms are available in those blocks. There are several other properties in the downtown area that we encourage you to contact if you are looking for accommodations, they include:

- Blue on Water
- Courtyard By Marriott
- Extended Stay Hotel
- JAG Hotel
- Murray Premises Hotel
- Quality Hotel
- Sheraton Hotel
- Spa at the Monastery
- The Luxus Hotel

[Click here to find a listing of accommodations within the City of St. John's and their contact phone numbers and locations.](#)

## Partners Pass



In place of the traditional partners program, MNL is now offering for purchase a Partners Pass. This Pass admits the ticket holder into all evening functions including; opening ceremony, trade show, MNL shed party and the banquet. A Partners Pass is NOT the same offering as the Partners Program that was available in previous years. Cost is \$200 per person.

## Parking



The Delta Hotel does NOT provide parking for all hotel guests and parking in the downtown area is very limited. ParkCards are available for metered parking in the area. This is a cashless way to use the electronic parking meters operated by the City of St. John's. The ParkCard functions in a similar manner to a credit card, only it is exclusive to parking meters. ParkCards can be purchased at the St. John's City Hall and in any increment between a minimum of \$20 to a maximum of \$100. An additional two dollar fee will be applied to the purchase of each ParkCard at the time of purchase.

## Special/Dietary Needs



If any member of your Council or Staff require an accessibleroom, or have special diet requirements, please contact the MNL office.

## Refunds Policy



Requests for refunds of Convention Registration fees must be sent in writing to MNL. Faxes are acceptable to meet the deadline, but requests must also be mailed to the MNL office. Requests for refunds up to the deadline of registration, Friday, September 2nd, 2016, will receive a 75% refund of registration fees paid to MNL. There will be no refunds issued after the deadline of registration – Friday, September 2nd, 2016. Contact Ruby Piercey for more information at [rpiercey@municipalnl.ca](mailto:rpiercey@municipalnl.ca)

## Nominations



This year the MNL Board positions for which nominations are being accepted, all for two-year term, are as follows: Avalon Director, Central Director, Eastern Director, Labrador Director, Northern Director, Western Director. Please complete and return the nomination form to the MNL office by close of business

on Thursday, September 8th, 2016 (21 business days prior to the Convention). Please note that this is the absolute deadline for nominations. Nominations will not be accepted from the floor, unless there is an unexpected vacancy or if nominations were not received for an available position.

### **PLEASE NOTE:**

Nominations for MNL Board of Director positions will open on Monday, August 1, 2016 And close on Friday, September 9, 2016.

# 2016 Nomination Form

We, the undersigned, hereby nominate: \_\_\_\_\_

*Nominee's position with council:* \_\_\_\_\_

*From the municipality of:* \_\_\_\_\_

For the position of:     **Avalon Director**                       **Labrador Director**  
                                  **Central Director**                       **Northern Director**  
                                  **Eastern Director**                       **Western Director**

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 2016 at \_\_\_\_\_

I, \_\_\_\_\_, accept the above nomination.

Signature  
of mover:    \_\_\_\_\_  
*Signature*                                              *Please print*                                              *Position with council*

Signature  
of seconder: \_\_\_\_\_  
*Signature*                                              *Please print*                                              *Position with council*

Signature  
of witness: \_\_\_\_\_  
*Signature*                                              *Please print*                                              *Position with council*

Nominations will open on Monday, August 1, 2016  
and close on Friday, September 9, 2016.

# 2016 MNL Convention Registration Form

Municipality: \_\_\_\_\_

Tel.: \_\_\_\_\_ Fax: \_\_\_\_\_ Address: \_\_\_\_\_



Delegate Name: \_\_\_\_\_

Position with Council: \_\_\_\_\_

**Voting Delegate**       **Yes**       **No**

Partner Name: \_\_\_\_\_

Delegate Name: \_\_\_\_\_

Position with Council: \_\_\_\_\_

**Voting Delegate**       **Yes**       **No**

Partner Name: \_\_\_\_\_

Delegate Name: \_\_\_\_\_

Position with Council: \_\_\_\_\_

**Voting Delegate**       **Yes**       **No**

Partner Name: \_\_\_\_\_

Delegate Name: \_\_\_\_\_

Position with Council: \_\_\_\_\_

**Voting Delegate**       **Yes**       **No**

Partner Name: \_\_\_\_\_

## Method of Payment

\_\_\_\_\_ X \$450 = \_\_\_\_\_  
# of Municipal Registration

\_\_\_\_\_ X \$200 = \_\_\_\_\_  
# of Partner Pass

*\*Partner Pass allows admittance into evening events & banquet.*

Cheque enclosed

E-mail Transfer can be sent to  
rpiercey@municipalnl.ca

Visa

Mastercard



Credit Card #

\_\_\_\_\_

Expiry \_\_\_\_\_/\_\_\_\_\_

Name on card

\_\_\_\_\_

\_\_\_\_\_

Address for this credit card

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

### - REFUND POLICY -

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Please fax your completed registration form to MNL via fax (709) 738-0071.

*\*A Partners Pass admits the ticket holder into all evening functions including; opening ceremonies, trade Show, MNL Shed Party and banquet. A Partners Pass is NOT the same offering as the Partners Program that was held in previous years.*