



## Explanation of the Travel Pool

The Travel Pool is required by the Federation Constitution. It is an assessment placed on all local unions attending the Convention which is used to assist out-of-town local unions in recovering some of the expenses incurred in travelling to the Convention, thus ensuring that most affiliates are represented.

The Travel Pool is established by presenting the travel pool forms, contained in the Convention Kit, to the Convention office prior to the closing date of the Convention. This procedure is outlined on the Travel Pool Claim Form.

All Forms received are then totalled, with the total amount being divided by the number of registered delegates. All registered local unions are then assessed the amount of one portion multiplied by the number of their delegates.

The Federation issues a cheque to cover the expenses of each delegate from our funds, and those funds are replenished when the travel pool assessment is paid by each local.

Obviously, because of the method of calculating the pool, once the deadline date for submission of forms has passed, we can no longer entertain further claims even though the claiming organization will be assessed for part of the pool.