



DATE: August 30, 2011
TO: TAUC Local Employer Organization (LEO) Members
FROM: Todd R. Mustard, Senior Director of Membership Services and Government Affairs
SUBJECT: **TAUC Local Employer Organizations Teleconference – September 12, 2011**

A teleconference is scheduled for **Monday, September 12, 2011** for **The Association of Union Constructors Local Employer Organizations (LEO)**. The teleconference is from **3:00 PM to 4:30 PM eastern daylight time (EDT)**. Online registration is opened to all **TAUC Local Employer Organizations (LEO)** members. Please let us know if you will not participate in the teleconference. A copy of the e-Packet will be available to all registrants prior to the teleconference.

ONLINE REGISTRATION –

To complete online registration visit TAUC's website at www.tauc.org and follow these steps:

- Step 1 Click on **Events**
- Step 2 Click on **TAUC Local Employer Organizations Teleconference**
- Step 3 Click on **Register Now**
- Step 4 Enter your **Username** and **Password**
- Step 5 Click on **Register Me**
- Step 6 Complete the **Registration Page**
- Step 7 Next Click **Save & Continue**
- Step 8 Next Click **Submit Registration**
- Step 9 To Make Changes to Your Registration Click **Edit Registration**

The cut-off date for online registration is September 7, 2011.

Conference Call Instructions:

Date: Monday, September 12, 2011
Call-In Time: 2:50 p.m. EDT
Dial-In Number: 1-866-758-9295
Conference Code: 7038419707 plus pound (#) key

QUESTIONS – If you have any questions regarding online registration, please contact Ms. Gwen Jackson at 703-524-3336 extension 111.

If you have questions relative to the meeting agenda contact me at (703) 524-3336 extension 112.