

NATIONAL COMMISSION ON THE OBSERVANCE OF
INTERNATIONAL WOMEN'S YEAR
DEPARTMENT OF STATE
WASHINGTON, D.C. 20520

Delegate Letter No. 1

TO: All Elected Delegates to the National Women's Conference

Dear Delegate:

We have been advised that you have been elected a delegate to the National Women's Conference.

At this point, fifty-five states and territories have held their State Meetings, and we are still in the process of receiving the lists from the many states who held their meetings in June and July.

Because the process has been delayed -- by States who have not yet sent in their reports -- this is not an official certification. That form and disbursement of travel funds will take place in mid-September, with credentialling, advance registration and issue papers to follow.

Funds provided under the grants for your transportation and subsistence to Houston will be handled by the Fiscal Officer of your coordinating committee. It is anticipated that she will contact you with specific information on funding some time in September.

The two hotels which have been reserved for delegates are the Hyatt Regency and the Sheraton-Houston, and we will be mailing information to you regarding hotel reservations next month. A child care reservation form is enclosed which we would appreciate your returning to us if you intend to utilize the child care service. Delegates will be given priority for spaces in the child care facility providing we receive your requests by the deadline indicated in the form.

Please be assured that we will keep you informed of any new developments. We are trying to disseminate information, money and materials at the same time to all delegates around the country.

We look forward to working with you on making the Houston Conference a great success.

Sincerely,

Bella S. Abzug
Presiding Officer

Enclosure

Child Care Reservation Form

CC: State Coordinating Committee Chairs
State Coordinating Committee Fiscal Officers
IWY Commissioners

CHILD CARE RESERVATION FORM

NATIONAL WOMEN'S CONFERENCE
 HOUSTON, TEXAS
 NOVEMBER 18-21, 1977

In order to determine what type of child care services will be needed at the National Women's Conference we would like you to indicate your child care needs on this form and return it to the Child Care Committee, D/IWY, U.S. Department of State, Washington, D.C. 20520, by September 1, 1977. Final costs and location have not been determined at this time. However, it is anticipated that daily costs per child will not exceed \$10. Registration for the National Women's Conference will open at 12 Noon, November 18.

NAME _____ PHONE _____

ADDRESS/STATE _____

I wish to bring _____ children to the National Women's Conference.

		<u>0-2yrs</u>	<u>3-5yrs</u>	<u>6-12yrs</u>
State number of children who will need child care in each time frame.	<u>Nov. 18</u>			
	9AM - 12PM	_____	_____	_____
	12PM - 6PM	_____	_____	_____
	<u>Nov. 19</u>			
	9AM - 12PM	_____	_____	_____
	12PM - 6PM	_____	_____	_____
	<u>Nov. 20</u>			
	9AM - 12PM	_____	_____	_____
	12PM - 6PM	_____	_____	_____
	<u>Nov. 21</u>			
	9AM - 12PM	_____	_____	_____
	12PM - 6PM	_____	_____	_____

I would like to reserve space in child care facilities as indicated above.

Signature _____ (Date) _____