<table>
<thead>
<tr>
<th>Time</th>
<th>Saturday</th>
<th>Sunday</th>
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<tbody>
<tr>
<td>9 - 10:30 AM</td>
<td>Breakfast</td>
<td>Breakfast</td>
</tr>
<tr>
<td>10:30 - 12:30 PM</td>
<td>Free Time</td>
<td>Free Time</td>
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<tr>
<td>12:30 - 1:30 PM</td>
<td>Lunch</td>
<td>Lunch</td>
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<tr>
<td>12:30 - 12:00 PM</td>
<td>Nominations Close</td>
<td>Nominations Close</td>
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<tr>
<td>10:30 - 12 PM</td>
<td>Meeting: Circle Business</td>
<td>Meeting: Circle Business</td>
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<tr>
<td>12 - 1 PM</td>
<td>Election Forum</td>
<td>Workshop</td>
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<tr>
<td>1 - 2 PM</td>
<td>Workshop</td>
<td>2 - 4 PM</td>
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<tr>
<td>1:30 - 6 PM</td>
<td>Excursion</td>
<td>Meeting: Circle Business</td>
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<tr>
<td>4 - 6 PM</td>
<td>Free Time</td>
<td>4 - 6 PM</td>
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<tr>
<td>6 - 9 PM</td>
<td>Free Time</td>
<td>Social</td>
</tr>
<tr>
<td>9 PM to Midnight</td>
<td>Social</td>
<td>9 PM to Midnight</td>
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</table>

**Annual Circle Gathering**

Halifax, Nova Scotia
March 6th - 8th
The annual general meeting of the Circle of First Nations, Métis and Inuit Students of the Canadian Federation of Students (Services) will be held from Friday, March 6th to Sunday, March 8th, 2020.

**ARRIVAL AND DEPARTURE**
Participants should arrive no later than 3:00 pm, Friday, March 6th and depart no earlier than the morning of Monday, March 9th.

**DELEGATE FEES**
Completed registration and travel request forms should be emailed to r.davidson@cfs-fcee.ca by no later than Tuesday, February 11, 2020. Please mail your cheque for all delegate and travel pool fees to the national office. All fees must be received by the national office prior to the general meeting.

Additional travel costs resulting from late registration may be the responsibility of the member local students’ union.

The delegate fee for member local unions with annual budgets of $200,000 or more will be $500 per delegate. This fee covers meals and accommodations.

As a means of equalizing access to the Federation’s general meetings, the member locals of the Federation have resolved to scale the fees for locals with annual revenue of less than $200,000.00, using the following formula:

\[
\text{Small Budget Member Subsidy} = \left( \frac{\text{Delegate/Travel \ Pool Fee}}{\text{Students' Union Revenue}} \right) \times 3 + \frac{(\text{Delegate/Travel \ Pool Fee} \times \text{Students' Union Revenue}) - \text{Small Budget Member Subsidy}}{3}
\]

The small budget member subsidy is based on the member locals revenue, which includes membership fees and net revenue from operations such as pubs, cafeterias, soft drink exclusivity deals and institutional grants. A member locals revenue does not include fees collected for health plans and on behalf of autonomous organizations such as the Federation, Public Interest Research Groups, autonomous student newspapers and radio stations.

In order to qualify for the small budget subsidy, the Federation must receive a copy of the member local financial statement with the completed registration form. If a member local has separate fee levies for central and campus budgets, all budgets must be submitted.

**ACCOMMODATION AND FOOD**
The meeting will be held at various locations in and around Halifax.

Delegates will be staying at the Hampton Inn. Delegates will be two per room. Meals and/or meal allowances will be provided. Please list any preferred roommates on the registration form.

**ADDITIONAL REQUIREMENTS**
Accessibility
For any delegate requiring wheelchair-accessible transportation or accommodation, sign language interpretation, or other accessibility accommodation, please ensure that the applicable section on the registration form is completed. The registration form must be submitted by February 11, 2020 in order for the Federation to provide for accessibility requirements.

Dietary Needs
For vegans, vegetarians, those with food allergies and others with dietary needs, please ensure that the applicable section on the registration form is completed. The registration form must be submitted by February 11, 2020 in order for the Federation to provide for dietary requirements.

Childcare
The Federation works to reduce physical and financial barriers for delegates selected to represent their unions at Federation meetings. For those delegates who are parents or guardians, the Federation compensates for additional childcare costs incurred as a result of attending the meeting. Such childcare costs must be pre-approved by the Federation. If you are seeking a childcare subsidy to attend the Circle general meeting, please submit your application using the appropriate form by email to circleagm@cfs-fcee.ca

**TRAVEL ARRANGEMENTS**
For those member locals whose delegates will be flying to the meeting, the Federation will be arranging for the purchase of all travel tickets and/or the coordination of rental vans for travel to and from the general meeting.

Only pre-approved additional surface travel costs, such as taxi and shuttle bus costs, will be reimbursed (or issued prior to the expense, where necessary). Please be sure to get receipts for all travel costs incurred. Please note that credit card slips will not be accepted as proof of purchase.

Travel to the meeting will be booked for arrival on Friday, February 6. Travel from the meeting will be booked for Monday, March 9th. If you are unavailable to travel on the above dates, or a portion thereof, please indicate your availability to travel in the “Accommodation Requirements” line in the “Special Requirements” section of the enclosed registration form.

**CIRCLE ELECTIONS**
Elections for the positions of Circle Chairperson and Circle National Executive Representative will be taking place at this gathering.

**REMEMBER TO BRING**
- Valid Identification
- The social events of the meeting may take place in licensed establishments. In order to enter the premises, you must have valid government photo ID.
- Water Bottle

In an effort to cut down on plastic consumption at the meeting, delegates are encouraged to bring their own water bottles to the meeting.

**ADDITIONAL INFORMATION**
For any additional information about the Circle of First Nations, Métis and Inuit Students Annual General Meeting, please call the Federation’s national office at (613) 232-7394.