



# University of Alberta Printing Services

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Edmonton, Alberta

22258

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Attention: ..... *Jean Lueck* .....

Department: ..... *Extension* .....

Room: *mail Rm* Bldg.: ..... *N GT* ..... Date *7-17-91* .....

Order No.	Job No.	Quantity	Description
<i>30355 g</i>	<i>20616</i>	<i>5000</i>	<i>Bulk mail ENV</i>

TRUCK  DISPATCH SERVICE  PICK-UP

ORIGINALS ENCLOSED YES  NO

BOXES .....

PKGS. *2* .....

*7-17*

Received by *J. Lueck* .....

Cost of 2 brochures and mail out:

1st brochure: "Call for Submissions"

design & prod. of logo	400.00
printing & paper	1563.40
7500 envelopes	238.28
Accurate Data (postage, stuffing etc.)	2267.46
	<hr/>
	4469.14

2nd brochure: "Registration"

production of brochure	150.00
printing (free) paper cost	(approx) 500.00
2500 envelopes	108.31
postage & labor	1920.97
	<hr/>
	2679.28

Total for 2 brochure mail outs: \$ 7148.42

150	
108.31	
1920.97	
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2179.28	
4469.14	850
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6648.42	

**REGISTRATION FORM/CRIAW-ICREF CONFERENCE 1991**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_ TELEPHONE: (h) \_\_\_\_\_

(w) \_\_\_\_\_

CITY: \_\_\_\_\_ PROVINCE: \_\_\_\_\_

POSTAL CODE: \_\_\_\_\_ AFFILIATION  
(where applicable): \_\_\_\_\_

FULL PROGRAM REGISTRATION includes: all conference events, lunch Saturday and Sunday and Saturday banquet

CIRCLE your choice:   REGULAR RATE (CRIAW member)   \$125  
                                  REGULAR RATE (Non-member)       \$150  
                                  LOWER RATE                                 \$ 75

PARTIAL REGISTRATION (CIRCLE those times you wish to attend):

FRI. night (comp.)   SAT. am (\$20)       SAT. pm (\$20)  
SAT. banquet (\$25)   SUN. am (\$20)       SUN. pm (\$20)

(half-days do not include meals)

TOTAL PARTIAL REGISTRATION:                                 \$ \_\_\_\_\_  
TOTAL FULL REGISTRATION:                                     \$ \_\_\_\_\_

Enclose a cheque or money order. Make cheques payable to CRIAW/ICREF Conference Committee. Registrations will not be accepted by phone.

DONATION TO HELP OTHER WOMEN ATTEND:                                 \$ \_\_\_\_\_  
(donation cheques payable to CRIAW/ICREF; tax receipts available)

TO FACILITATE planning of signage for the hearing impaired please indicate if you will require this service. yes \_\_\_\_\_ no \_\_\_\_\_

CHILD CARE:

Children's names and ages:  
\_\_\_\_\_

FILL OUT THE ENCLOSED WESTIN HOTEL form and mail it directly to the hotel by OCTOBER 8TH to ensure special conference rate or call 1-800-228-3000.

Please circle below if you require the following service or information:

1. A list of alternative hotels and accommodation 2. Billeting registration form 3. Contact number for someone willing to share accommodation costs

AIR CANADA has been chosen as the official Conference Airline. Call 1-800-361-7585 and quote file #CV910851 to make your reservation. Please make plane reservations early to take advantage of seat sales.

RETURN BY TUES. OCTOBER 8th, 1991 to:

CRIAW/ICREF CONFERENCE COORDINATOR, 11043-90 avenue, Edmonton, Alberta, T6G 1A6. (403) 492-8950

**FORMULAIRE D'INSCRIPTION - COLLOQUE D'ICREF 1991**

NOM: \_\_\_\_\_

ADRESSE: \_\_\_\_\_ TEL: (rés.) \_\_\_\_\_  
(bur.) \_\_\_\_\_

VILLE: \_\_\_\_\_ PROV: \_\_\_\_\_ CODE POSTAL \_\_\_\_\_

AFFILIATION (si pertinent): \_\_\_\_\_

L'inscription complète comprend: toutes les présentations, le dîner samedi et dimanche, ainsi que le banquet samedi.

ENCERCLEZ votre choix:	TAUX REGULIER (membre de l'ICREF)	125\$
	TAUX REGULIER (non-membre)	150\$
	TAUX REDUIT	75\$

L'inscription partielle (encerclez les périodes qui vous conviennent):

VEND. soir (gratuit) SAM. a.m. (20\$) SAM. p.m. (20\$)

Banquet SAM. (25\$) DIM. a.m. (20\$) DIM. p.m. (20\$)

(les demi-journées ne comprennent pas de repas)

TOTAL de l'inscription partielle: \_\_\_\_\_ \$  
TOTAL de l'inscription complète: \_\_\_\_\_ \$

Veillez faire parvenir un chèque ou un mandat-poste. Faire votre chèque à l'ordre du Comité organisateur du Colloque de l'ICREF/CRIAW.

DON pour aider d'autres femmes à participer: \_\_\_\_\_ \$  
(chèques pour dons à l'ordre de l'ICREF/CRIAW; reçus pour fin d'impôt disponibles)

VEUILLEZ indiquer si vous avez besoin d'interprétation par signes pour nous aider à planifier ce service. oui \_\_\_\_\_ non \_\_\_\_\_

SERVICES DE GARDE:

Nom(s) et âge des enfants: \_\_\_\_\_

VEUILLEZ remplir le formulaire de réservation d'hôtel et le faire parvenir directement à l'hôtel avant le 8 OCTOBRE pour bénéficier d'un taux spécial ou composer le 1-800-228-3000.

VEUILLEZ encircler si vous avez besoin des services suivants:

1. Une liste d'autres hôtels ou lieux d'hébergement 2. Un formulaire d'hébergement chez des particuliers 3. Rejoindre quelqu'un qui désire partager les frais d'hébergement

La compagnie AIR CANADA a été choisie comme le transporteur aérien du Colloque. Veuillez composer le 1-800-361-7585 et donner le numéro de dossier CV910851 quand vous faites vos réservations. Réservez tôt pour bénéficier de rabais.

**VEUILLEZ RETOURNER CE FORMULAIRE AVANT LE MARDI 8 OCTOBRE au:**

Comité organisateur du Colloque de l'ICREF

11043-90 avenue, Edmonton, AB, T6G 1A6

Pour plus de renseignements appelez au (403) 492-8950

J9-

Labels:

to accurate data: Joan Luedke

1364 Marilyn's (MATCH)

1810 Alb. Adv. Council

704 CRIAW

216 Main (Women's Research Centre)

4094

Carol

Women's Program

(Carol will do @  
help - institutions

10 each) 286

Barbara

Women's Studies Assoc.

- is she ordering labels?

600  

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Notasha Kayen

1-613-994-5457 Ottawa, Ont. Ser. State

The 1991 CRIAW Conference is your chance to meet with other Canadian women working on issues of global vision and local action to share your viewpoints and experiences. The Conference runs November 8-10 at the Westin Hotel in Edmonton, Alberta. Keynote speakers are Claire Bonenfant, vice-president of regional council at the Fédération des femmes du Québec and Glenda Simms, president of the Canadian Advisory Council on the Status of Women. Claire will present a feminist view of a future Quebec society and Glenda will speak from her extensive experience with women's issues.

Le Colloque de l'ICREF en 1991 vous offre la chance de rencontrer d'autres femmes qui s'intéressent au lien entre une vision globale et l'action locale, pour partager vos idées et vos expériences. Le Colloque aura lieu du 8 au 10 novembre à l'hôtel Westin d'Edmonton, Alberta. Les conférencières invitées seront Claire Bonenfant, vice-présidente des conseils régionaux à la Fédération des femmes du Québec, ainsi que Glenda Simms, présidente du Conseil consultatif canadien sur la situation de la femme. Les propos de Mme Bonenfant porteront sur l'avenir des femmes dans un Québec en devenir, alors que Mme Simms fera appel à sa vaste et profonde expérience

Canadian feminist research activities are generating some exciting and interesting material and the Conference Program Committee has come up with a provocative and entertaining series of panel sessions, individual presentations and discussion groups focussed in at least five general areas within the overall Conference theme. *Women and the State* will look at constitutional issues and the way legislation affects women and the way women affect legislation. *Power and Trust* examines the way in which women are changing hierarchical relationships in areas such as therapy and education.

des questions de femmes.

La recherche féministe au Canada suscite des constats intéressants et le Comité du programme du Colloque vous propose une fascinante série table-rondes, de communications et discussions de groupe. Le programme se divise en cinq sous-thèmes. *Les femmes et l'Etat* s'attardera à la réforme constitutionnelle et à l'effet réciproque des femmes et de la législation. *Pouvoir et confiance* examinera comment les femmes transforment les relations hiérarchiques dans les domaines de la thérapie et de la pédagogie. *Les femmes*

*Developing Voice* focuses on the various places and ways in which women's voices are heard: literature, art, theatre, politics, education. *Body Impolitic* investigates the way in which women's bodies, both physical and political, are regarded. And *Whose Knowledge Counts* examines the way in which women's knowledge is collected, generated, and often ignored. Space will be made available, upon request, for special interest groups wishing to have networking sessions.

Saturday night will be a celebration of women's music beginning with Jennifer

*ont une voix* se penchera sur les domaines où les femmes commencent à se faire entendre: littérature, arts, théâtre, politique, pédagogie. *Le corps politique* cherchera à montrer comment le corps féminin, sur le plan physique et politique, est perçu. *Le savoir de qui* présentera comment le savoir des femmes est recueilli, produit et souvent ignoré. Nous invitons les groupes qui aimeraient organiser des sessions d'échange de nous faire part de leurs besoins.

La musique de femmes sera en vedette pendant toute la soirée du samedi, tout d'abord avec la talentueuse Jennifer Berezan, auteure-compositeure de

Singers  
Berezan, an articulate and talented singer-songwriter whose work is attracting national and international critical acclaim. Then, sing a long with the Edmonton Feminist Choir, an eclectic, sometimes talented, but always spirited splash of local colour. The celebration will end with a dance featuring Edmonton's largest collection of women's music.

Edmonton is a lively, friendly city where the sun shines for more hours than in any other Canadian city, so expect sunny skies. The Westin Hotel's central location and enclosed pedways give easy access to many

réputation internationale. Vous serez ensuite invitée à vous joindre au "Edmonton Feminist Choir" des femmes de divers milieux dont certaines ont du talent mais qui font toutes preuve de beaucoup d'esprit. La soirée se terminera par une danse, à partir de la plus grande collection multiculturelle de musique de femmes à Edmonton.

Edmonton est une ville vivante et amicale, où le soleil brille plus souvent que dans n'importe quelle grande ville du Canada. L'hôtel Westin, situé au centre-ville, vous permet d'accéder au moyen de tunnels et de trottoirs couverts, à quantité d'endroits

Can we put this into 1 column?

Les Chanteuses  
Féministes  
d'Edmonton

of the city's diverse attractions. Further information is available from the Edmonton Convention and Tourism Authority, 9797 Jasper Avenue, #104, Edmonton, Alberta T5J 1N9, telephone (403) 426-4717.

Full registration for the Conference includes all conference events, lunch Saturday and Sunday and a Saturday banquet featuring both vegetarian and non-vegetarian food. French/English translation will be available, as will signage for the hearing impaired; the hotel is wheelchair accessible. Arrangements can be made for

day care and billeting and the hotel is offering a special rate. Register by October 8 by mail to: Women's Research Centre, 11043-90 Avenue, Edmonton, Alberta T6G 1A6. Further information can be obtained in either official language from Marcelline Forestier, Edmonton CRIAW Conference Coordinator, at (403) 492-8950.

*The 1991 CRIAW Conference is sponsored by the national CRIAW organization and co-hosted locally by the Misener/Margetts Women's Research Centre and the Women's Program and Resource Centre. The Misener/Margetts Women's Research Centre is an institution jointly created by Athabasca University and the University of Alberta to facilitate collaboration between academic and community women in the development of feminist research. The Women's Program and Resource Centre is a program of the Faculty of Extension at the University of Alberta and has an active non-credit women's education program. The Centre has a large quantity of resource material of interest to women conducting feminist research.*

*Le Colloque de l'ICREF en 1991 est commandité par le bureau national de l'ICREF et sous la responsabilité locale du Misener/Margetts Women's Research Centre, ainsi que du Women's Program and Resource Centre. Le Misener/Margetts Women's Research Centre est une institution créée conjointement par Athabasca University et l'University of Alberta pour faciliter la collaboration entre le milieu académique et les femmes de la communauté, afin de développer la recherche sur les femmes. Le Women's Program and Resource Centre est sous la juridiction de la Faculté d'extension (éducation des adultes) de l'University of Alberta et offre un programme sans crédits de cours sur les femmes. Il sert également de centre de ressources pour celles qui sont engagées dans la recherche féministe.*

intéressants. Vous pouvez obtenir plus de renseignements auprès du Edmonton Convention & Tourism Authority, 9797 avenue Jasper #104, Edmonton, AB, T5J 1N9, (403) 426-4717.

L'inscription complète au Colloque comprend toutes les présentations, le dîner samedi et dimanche, ainsi que le banquet de samedi offrant un menu végétarien et non-végétarien. La traduction simultanée (anglais - français) sera disponible, ainsi que l'interprétation par signes pour les handicapées auditives; l'hôtel est accessible par fauteuil roulant. Des services de garde sont disponibles et vous pouvez être

hébergée chez un particulier si vous le désirez. L'hôtel nous offre un taux préférentiel. Pour vous inscrire, veuillez compléter le formulaire et le faire parvenir avant le 8 octobre 1991 au: Women's Research Centre, 11043-90 avenue, Edmonton, Alberta T6G 1A6. Pour tous renseignements, vous pouvez vous adresser, en français ou en anglais, à Marcelline Forestier, coordonnatrice du Colloque de l'ICREF à Edmonton, au (403) 492-8950.

#104

HOTEL RESERVATIONS FORM

NAME OF GROUP: CRIAW/ICREF

CONFERENCE DATES: NOVEMBER 8, 9 and 10, 1991

I wish to reserve the following accommodation: please check one below:

Single Room	_____	\$90.00 single in our Main Building
Double Room	_____	\$90.00 double in our Main Building
Single Room	_____	\$110.00 single in our Premier Wing
Double Room	_____	\$110.00 double in our Premier Wing

Please note above rates do not include 5% room tax or 7% goods and services tax.

Date of Arrival \_\_\_\_\_

Date of Departure \_\_\_\_\_

Smoking \_\_\_\_\_ Non-Smoking \_\_\_\_\_

I plan to arrive before 6:00pm \_\_\_\_\_

I plan to arrive later than 6:00pm. List below a major credit card number and expiry date:

OR

I may arrive later than 6:00pm. Enclosed is a cheque or money order covering the first night's deposit. \_\_\_\_\_

This special block of rooms will be held until October 8, 1991. Reservations received after this date will be on a space availability basis.

Name: \_\_\_\_\_ /sharing with: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Forward Reservations Forms DIRECTLY TO:

Reservations  
The Westin Hotel, Edmonton  
10135 - 100 Street  
Edmonton, Alberta  
T5J 0N7 (403) 426-3636 or (403) 493-8999

WESTIN HOTELS & RESORTS TOLL FREE NUMBER 1-800-228-3000



FORMULAIRE DE RESERVATION D'HOTEL

NOM DU GROUPE: ICREF/CRIAW

DATE DE LA CONFERENCE: du 8 au 10 novembre 1991

Je désire réserver (veuillez cocher):

Chambre simple \_\_\_\_\_ 90\$ dans l'édifice principal

Chambre double \_\_\_\_\_ 90\$ dans l'édifice principal

Chambre simple \_\_\_\_\_ 110\$ dans l'aile "Premier"

Chambre double \_\_\_\_\_ 110\$ dans l'aile "Premier"

Veuillez noter que ces prix ne comprennent pas la taxe hôtelière de 5%, ni la T.P.S. de 7%.

Date d'arrivée: \_\_\_\_\_

Date de départ: \_\_\_\_\_

Fumeur \_\_\_\_\_ Non-fumeur \_\_\_\_\_

J'arriverai avant 18h. oui \_\_\_\_\_ non \_\_\_\_\_

Pour couvrir le dépôt de la première nuit:

J'arriverai après 18h. Voici le numéro de ma carte de crédit et la date d'expiration \_\_\_\_\_.

OU

J'arriverai après 18h. Voici un chèque ou un mandat-poste.

Un certain nombre de chambres a été réservé jusqu'au 8 OCTOBRE 1991. Après cette date, vous devrez réserver les chambres selon leur disponibilité.

NOM: \_\_\_\_\_ Je partage avec \_\_\_\_\_

ADRESSE: \_\_\_\_\_

TELEPHONE: \_\_\_\_\_

Veuillez envoyer le formulaire DIRECTEMENT à:

Réservations, Hôtel Westin

10135-100 rue

Edmonton, Alberta, T5J 0N7

NUMERO SANS FRAIS DU WESTIN: 1-800-228-3000



University of Alberta  
Edmonton

Canada T6G 2E1

8811-111st.

weight?

Jean Luck

5043

116st. 189 ave

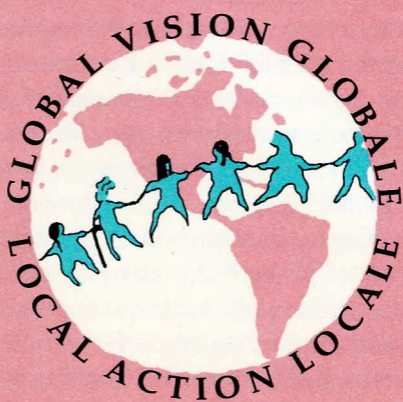
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Hinda Martin  
Preston Printing Services

programme

negotiation

hotel



CRIAW CONFERENCE ICREF  
1991

Edmonton, Alberta  
November/Novembre 8, 9, 10

## Call for Submi

The 1991 Canadian Research Institute for the Advancement of Women (CRIAOW) Conference will be held **November 8–10** at the Westin Hotel in **Edmonton, Alberta** on the theme **Global Vision/Local Action**. Keynote events will speak to this theme by linking “local” issues with broader “global” contexts. Claire Bonenfant, for example, (vice-president of regional council at the Fédération des femmes du Québec) will address constitutional issues from the perspective of a feminist and a Québécoise. The Conference Committee also guarantees outstanding Saturday night entertainment and various

## Soumission de

En 1991, le colloque de l'Institut canadien de recherches sur les femmes (ICREF) aura lieu **du 8 au 10 novembre** à l'hôtel Westin d'Edmonton en Alberta, sous le thème **Vision globale/action locale**. Nos conférencières invitée, Claire Bonenfant (vice-présidente des conseils régionaux à la Fédération des femmes du Québec), feront le lien entre les démarches de recherche “locales” et des situations “globales.” Le Comité organisateur vous promet une soirée de tout à fait spéciale le samedi, ainsi que d'autres activités culturelles et récréatives.

Edmonton, une ville amicale et vivante près du 53e parallèle, reçoit plus d'heures



other cultural and recreational activities.

Edmonton, a lively, friendly city on the 53rd parallel, averages more hours of sunshine than any other major city in Canada; expect sunny weather! The Westin Hotel's central location and enclosed pedways give easy access to many of Edmonton's diverse attractions. These include Common Woman Books, theatre, restaurants, movies, clubs, historical sites, Chinatown, Old Strathcona and, of course, West Edmonton Mall. For more information, please contact Edmonton

## textes/projets

de soleil que n'importe quelle grande ville du Canada. L'hôtel Westin, situé au centre-ville, vous permet d'accéder au moyen de tunnels et de trottoirs couverts, à quantité d'endroits intéressants. Edmonton vous offre entre autres la librairie Common Woman, du théâtre, des restaurants, des sites historiques, un quartier chinois, le vieux Strathcona et, évidemment, le West Edmonton Mall. Vous pouvez obtenir plus de renseignements auprès du Edmonton Convention & Tourism Authority, 9797 avenue Jasper #104, Edmonton AB, T5J 1N9, (403) 426-4715 sur semaine.





Convention & Tourism Authority, 9797  
Jasper Avenue #104, Edmonton, AB, T5J 1N9  
(403) 426-4714 (weekdays).

CRIAW's purpose is to encourage, coordinate and disseminate research into women's experience and to ensure an equal place for women and women's experience in the body of knowledge and research about Canada, its people, culture, economy and politics. CRIAW's many research activities include an annual theme conference. This year's theme, Global Vision/Local Action, is open to a multiplicity of interpretations. Questions



Le mandat de l'ICREF est d'encourager, de coordonner et de rendre accessible la recherche sur les femmes, ainsi que d'assurer une présence égale aux femmes et à leur expérience dans l'ensemble de la recherche sur le Canada, sur son peuple, sa culture, son économie et son activité politique. Une des activités de recherche de l'ICREF consiste en un colloque annuel à thème. Le thème de cette année, Vision globale/action locale, s'ouvre sur de multiples interprétations. Les questions suivantes peuvent vous aider à préciser votre projet: Quel est le lien entre mon travail et celui d'autres femmes au Canada ou ailleurs? Comment mon travail



to consider in writing your proposal include:  
How does my work relate to the work of women elsewhere in Canada or globally? or How does my work reflect the local context in which I am doing it? or How is my relationship to my work (location) reflected in my work?

Women writers, for example, may wish to address the way that geographical location or their ethnic background influences their work. Women working on legal or constitutional issues in Canada could speak to the way those issues are addressed in their immediate locale and



reflète-t-il le contexte local où j'opère, ou ma propre relation avec mon travail et avec le contexte local ou je m'inscris?

Des femmes écrivains, par exemple, peuvent examiner comment leur lieu de travail, leur héritage ethnique et culturel, influencent leur oeuvre. D'autres femmes qui travaillent sur des questions légales ou constitutionnelles au Canada peuvent s'attarder sur l'impact de ces questions sur les femmes de leur communauté et les conséquences pour d'autres femmes, ailleurs au Canada. Celles qui se préoccupent de la pauvreté et du développement économique au Canada, peuvent faire le lien avec la



consider the implications for women elsewhere in Canada. And women concerned about poverty and economic development in Canada could relate that to the international context of women's development. In any event, your presentation should situate your work, whether community or academically based, in a "local" situation and include an explanation or description of the broader "global" implications.

Presentations may take a number of forms such as research papers or videos, participatory workshops, or visual or performance arts presentations. Sessions could consist of



place des femmes dans le développement international. Dans tous les cas, votre présentation devrait situer votre travail communautaire ou académique dans un contexte "local" et inclure une explication ou une description de ses implications "globales."

Les présentations peuvent prendre plusieurs formes: des compte-rendus de recherche, des vidéos, des ateliers, des représentations visuelles ou des spectacles. L'horaire pourra accommoder plusieurs communications de 20 minutes ou des ateliers de plus longue durée. La date limite pour soumettre vos propositions est le 30 mai 1991. Faites-les



several 20-minute papers or may range up to more lengthy workshops. The deadline for submission of abstracts or proposals is **30 May 1991**. These should be addressed to:  
CRIAW/ICREF Conference Committee  
c/o Misener/Margetts Women's  
Research Centre  
11043—90 Avenue  
Edmonton, AB T6G 1E6

Please contact the Research Centre at (403) 492-8950 (leave a message) or, on E-mail, contact Marilyn Assheton-Smith at [ASSH@MTS.UCS.UALTA.CA](mailto:ASSH@MTS.UCS.UALTA.CA) if you require further information.



parvenir à:  
Comité organisateur du  
Colloque de l'ICREF  
a/s Misener/Margetts Women's  
Research Centre  
11043—90 Avenue  
Edmonton AB T6G 1E6

Au besoin, vous pouvez communiquer avec le Research Centre au (403) 492-8950 (utilisez le répondeur) ou par courrier électronique avec Marilyn Assheton-Smith au [ASSH@MTS.UCS.UALTA.CA](mailto:ASSH@MTS.UCS.UALTA.CA)

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Jan Lueck - mailroom

- size of envelope (use standard envelope)
- price of postage
- labeling, stuffing, folding

postage \$2520 @ 63¢ (63¢ x 5000 = 3150)

postage \$1125 @ 22.5 bulk (5000)

Printing services: indicia on envelopes  
Fac. of ext.

bulk shipment

labor: \$150 (2 days)

<sup>2500</sup> envelopes \$108

postage \$1125

printing free

photoc. free

labor \$150

printing indicia ?



To: ..... M.

From: ..... Werdy

Department: ..... Athabasca

Telephone number: ..... 675-6284

Please call  Will call back  Returned call

Message: .....

~ brochures will be  
printed Friday  
~ will be delivered Tues  
next week July 9/91.

Date: ..... Time: .....

Received by: .....

Minister's Office

427-3664 103 leg. bldg  
parking west side of "

Academy of management in U.S.

deconstructing

2 20 page papers: presented to other

~~College Copy:~~

hotel 2 sided 5000 8 1/2 x 11

registration " 5000 8 1/2 x 11

sneak preview 5000 8 1/2 x 14

15,000

\$490 @ GST

Copy Centre 438-0144

Michelle Alb. Adv. Council

Campus Copy 6500

6500

6500

1251.90<sup>3</sup>

3¢ /side

Firoz Budget Copy Centre 9631-82 ave \$810 + GST

3 days

Kwik Copy 465-1103 6500 double-sided

Wendy 1531.00





To: ..... photocopying

From: ..... Michelle

Department: ..... 422 0668

Telephone number: ..... 1:34 p.m.

Please call

Will call back

Returned call

Message: .....

paper

- they can do it in a

day on plain paper

- if we supply paper

we can do color

- take 1 day

Date: ..... Time: .....

Received by: .....

## REGISTRATION FORM

Form by Fri. 12 Oct. 1990 to: 1990 CRIAW Conference Coordinator  
Box 2271, Charlottetown, PEI  
C1A 8B9 (902) 368-4510

Name: \_\_\_\_\_  
Address: \_\_\_\_\_ Telephone: (h) \_\_\_\_\_  
City: \_\_\_\_\_ (w) \_\_\_\_\_  
Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_  
Affiliation (where applicable): \_\_\_\_\_

FULL PROGRAM REGISTRATION includes: opening night, banquet, plenary address, choice of concurrent sessions.

CIRCLE your choice:

REGULAR RATE (CRIAW member)	\$100	\$ _____
REGULAR RATE (Non-member)	\$125	\$ _____
LOWER RATE	\$80	\$ _____

PARTIAL REGISTRATION (CIRCLE those times you wish to attend):

FRI. night (comp.) SAT. am (\$20) SAT. pm (\$20)  
SAT. banquet (\$25) SUN. am (\$20) SUN. pm (\$20)

If interested in single sessions only please contact us.

TOTAL PARTIAL REGISTRATION: \$ \_\_\_\_\_

TOTAL REGISTRATION AMOUNT: \$ \_\_\_\_\_

DONATION TO HELP OTHER WOMEN ATTEND: \$ \_\_\_\_\_

(Donation cheques payable to CRIAW/ICREF)

(Tax receipts available)

**GRAND TOTAL: \$ \_\_\_\_\_**

Enclose a cheque or money order. Make cheques payable to CRIAW Conference '90.

CHILD CARE needed (Circle times): SAT 9-5pm SUN 9-5pm

CHILDREN'S NAMES AND AGES: \_\_\_\_\_

(Evening child care arrangements can be made through the hotel. Please request by mail or phone at least (1) one week prior to conference.)

Fill out the enclosed Prince Edward Hotel form and mail it directly to the hotel by October 12 to ensure special conference rate of \$72.00 per night per room whether single, double or triple occupancy. Enclosed is a list of bed and breakfasts, smaller hotels, etc. taken from the PEI Tourism Department Guide for which you can make your own arrangements if you so choose.

Air Canada is the "official airline" for the conference. For every 30 reservations processed through this airline (where at least one portion of the journey is on Air Canada) we will receive one free ticket to PEI, to assist with participation at the conference. Give file #90-1089 and make your reservation by calling 1-800-361-7585.

Please make plane reservations early to take advantage of seat sales. (Any travel subsidies will be based on economy fares only.)

**SEE OVER FOR SPECIAL NEEDS INFORMATION**

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Rose Braun: A.U. 675-6285

\$253 /carton

$\frac{4,400}{6,000}$  brochures: \$253 paper  
\$210 1st carton + GST  
1/2 carton (better off buying entire carton)

\* A.U. will bill us for paper used & use up rest of paper for A.U. letterhead or whatever  
4,400 1st carton  
brochures

{ - camera ready copy  
- 2 days paper printing  
1 week to 10 days  
truck T.W.F. come to Edmonton

7,000 brochures ordered  
will be ready <sup>tu.</sup> July 5th ...

Wendy will call back

CANADIAN  
RESEARCH INSTITUTE  
FOR THE  
ADVANCEMENT  
OF WOMEN

CRIAW  
ICREF

# Canadian Research Institute for the Advancement of Women (CRIAW)

The Canadian Research Institute for the Advancement of Women, a national non-governmental organization, was founded in April, 1976, as a response to International Women's Year.

## Purpose

CRIAW's purpose is to encourage, coordinate and disseminate research into women's experience and to ensure an equal place for women and women's experience in the body of knowledge and research about Canada, its people, culture, economy and politics. The Institute also encourages the participation of women in all facets of the research process.

## Objectives

- To promote the advancement of women through feminist and women-centred research
- To encourage and facilitate communication and information exchange among academic women, community workers and activists, women's groups, and concerned individuals
- To disseminate research results through publications such as **The CRIAW Papers, Feminist Perspectives** and conference proceedings
- To sponsor and assist research of interest to and by women in Canada.

## Membership

Membership in CRIAW is open to all who share its goals and objectives.

## Structure

CRIAW is a non-profit organization with members across the country and abroad. The Board of Directors works on a voluntary basis. Each province and territory is represented by an elected member; in addition, there are six directors-at-large. The Executive Committee is composed of the President, Past President,

President-Elect, Secretary and Treasurer. CRIAW's bilingual national office and staff are located in Ottawa.

## **Publications**

**The CRIAW Papers:** Original research papers and review articles drawn from various disciplines, as well as interdisciplinary works, advancing the knowledge and understanding of women's experience.

**Feminist Perspectives:** A series of topical, provocative issue-oriented papers exploring women's experience and concerns.

**Newsletter:** A quarterly publication, featuring the latest in research news, print, audio-visual and film resources; calls for submissions; upcoming conferences; employment and funding opportunities and more. Available only to CRIAW members.

**Other Publications:** Research tools including a research funding directory, index of articles appearing in Canadian women's periodicals, proceedings from annual conferences, and reports based on CRIAW-sponsored research.

## **Research Support**

**CRIAW Bank of Researchers:** A computerized database of feminist researchers (from all disciplines) and their research.

**Conference:** A national general meeting and theme conference held annually, featuring individual and group presentations, panels, workshops and research networking sessions.

**Collaboration:** Working with individual researchers or groups to organize conferences, special events, research seminars, and workshops.

**Research Grants-in-aid:** Small annual grants to innovative proposals promoting the advancement of women. The **Marta Danylewycz Memorial Fund** annually supports a research project in women's history.

**Research Associate Status:** To assist unaffiliated researchers applying to funding agencies.

**Prizes and Honorary Memberships:** In order to encourage and recognize feminist research several prizes are awarded annually: the **Marion Porter Prize** for the year's best feminist research article; the **Robertine Barry Prize** for the best feminist article in the popular press; and the **Laura Jamieson Prize** for the best non-fiction feminist book by a Canadian author. The **Muriel Duckworth Award** is presented to the feminist woman, who, through her action-research in the field of social justice, including peace work, has contributed significantly to the advancement of Canadian women.

Lifetime **Honorary Memberships** in CRIAW are presented annually to persons who have made a significant contribution to feminist research or promoted research furthering the advancement of women.

## Funding

In addition to voluntary contributions from its members and supporters, CRIAW is grateful to the Women's Programme, Secretary of State, for a significant portion of its operational funding. We are, however, actively pursuing the goal of financial independence through fundraising for special projects, research grants and the development of our endowment fund. Your participation in the growth of CRIAW can take many forms: conventional donations to our operating or special funds, self-selected membership fees based on personal circumstances, gifts and bequests through your will or special endowments. You are warmly invited to become a CRIAW member and to make a financial contribution to the Institute's future.

## Contact us

For more information or to obtain a Publications List please contact:

CRIAW/ICREF  
408-151 Slater Street  
Ottawa, Ontario  
K1P 5H3

Tel: (613) 563-0681. FAX: (613) 563-0682  
TDD: (613) 563-1921

CRIAW gratefully acknowledges the financial assistance of the Women's Programme, Secretary of State in the production of this brochure.

# CRIAW/ICREF

## Membership and Donation

**MEMBERSHIP FEES:** Please select the category of membership appropriate to your financial circumstances. All fee contributions over \$25.00 receive a tax receipt. Membership includes a quarterly newsletter, and discounts on some publications and conferences.

- \$ 15.00 Students and Low Income
- \$ 25.00 Regular
- \$ 50.00 Supporting (includes a \$25.00 donation)
- \$150.00 Sustaining (includes a one-year standing order for **The CRIAW Papers** and **Feminist Perspectives** and a \$100.00 tax receipt)
- \$100.00 Institutional (e.g. Women's Studies Departments, Advisory Councils)
- Educational Institutional Membership; designed for Universities, Colleges and School Boards; check to receive information on fees and benefits
- Please send me information on standing orders to CRIAW Publications.

**DESIGNATED DONATIONS:** Donations to the endowment fund help to achieve CRIAW'S goal of financial independence by building a general sustaining fund from which only the interest is used. Donations to research grants support ongoing research projects, particularly those needing small grants to complete research. Donations to special projects help initiate or encourage research in under-researched areas affecting women's lives.

Amount	Designation
\$ _____	<input type="checkbox"/> Endowment Fund
\$ _____	<input type="checkbox"/> Research Grants
\$ _____	<input type="checkbox"/> Special Projects
\$ _____	<input type="checkbox"/> CRIAW's discretion

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

Address: \_\_\_\_\_

Postal Code: \_\_\_\_\_

Tel: (Area Code) \_\_\_\_\_ Bus: \_\_\_\_\_ Res: \_\_\_\_\_

Areas of interest: \_\_\_\_\_

Please indicate: Language preference for mailings and correspondence:  English  French  
 New Membership or  Renewal

All donations are tax-deductible. Make cheque or money order payable to the Canadian Research Institute for the Advancement of Women, 408-151 Slater Street, Ottawa, Ontario K1P 5H3.



INSTITUT  
CANADIEN  
DE RECHERCHES  
SUR LES  
FEMMES

ICREF  
CRIA W

## Institut canadien de recherches sur les femmes (ICREF)

L'Institut canadien de recherches sur les femmes, une organisation nationale non gouvernementale, fut fondée en 1976 dans la lancée de l'Année internationale de la femme.

### Mission

L'ICREF a pour mission de coordonner, stimuler et diffuser des travaux de recherche sur la réalité vécue par des femmes et d'assurer à celles-ci et à leurs expériences une place équitable dans l'ensemble des connaissances et de la recherche sur le Canada, son peuple, sa culture, son économie et ses politiques. L'Institut encourage également la participation des femmes à tous les aspects de la recherche.

### Objectifs

- Améliorer la condition des femmes au moyen de la recherche féministe et de la recherche centrée sur les femmes.
- Encourager et faciliter l'échange d'information et la communication entre universitaires, travailleuses communautaires et militantes, groupes de femmes et personnes intéressées.
- Diffuser les résultats des recherches à l'aide de publications tels **Les Documents de l'ICREF**, **Perspectives féministes** et les Actes des colloques de l'ICREF.
- Appuyer la recherche effectuée dans des domaines d'intérêt pour les Canadiennes et entreprise par elles.

### Adhésion

Toute personne qui partage les objectifs de l'ICREF peut en devenir membre.

### Structure

L'ICREF est une organisation bénévole sans but lucratif, avec des membres partout au pays et à l'étranger. Élus par ces derniers, les membres du Conseil d'administration travaillent bénévolement. Le Conseil se compose d'une représentante par province ou territoire et de six représentantes indépendantes. La présidente, la présidente sortante, la présidente désignée, la trésorière et la secrétaire forment le Comité exécutif. Le siège social bilingue de l'ICREF est situé à Ottawa.

## Publications

**Les Documents de l'ICREF:** Une série de documents de recherche dans diverses disciplines ou documents interdisciplinaires et dont le but est d'améliorer les connaissances et la compréhension de la réalité des femmes.

**Perspectives féministes:** Une série d'essais et d'articles d'opinion sur la réalité vécue par des femmes et sur leur préoccupations.

**Bulletin:** Une publication trimestrielle qui contient des nouvelles récentes sur la recherche, sur les documents audio-visuels; des annonces de conférences, de possibilités d'emploi, de subventions; des invitations à soumettre des articles et autres nouvelles. Pour les membres de l'ICREF seulement.

**Autres publications:** Des outils de recherche, y compris un répertoire de sources de financement de la recherche, un répertoire des articles publiés dans les périodiques canadiens pour femmes, et des rapports sur les projets de recherche commandités par l'ICREF.

## Soutien de la recherche

**Banque de chercheuses de l'ICREF:** Une base de données informatisée sur des chercheuses féministes (de toutes disciplines) et de leurs travaux de recherche.

**Colloque:** Une assemblée générale annuelle et un colloque thématique offrant des exposés par des personnes et des groupes, des discussions, des ateliers, et des séances de travail liées au développement des réseaux de chercheuses.

**Collaboration:** L'ICREF collabore avec des chercheuses et des groupes de chercheuses pour organiser des colloques, des activités spéciales, des séminaires de recherche et des ateliers.

**Bourses de recherche:** L'ICREF subventionne des projets de recherche innovateurs visant à l'amélioration des conditions de vie des femmes. Le fonds commémoratif Marta Danylewycz commande annuellement un projet de recherche sur l'histoire des femmes.

**Statut de chercheuse associée:** Ce statut permet à des chercheuses autonomes de se réclamer appui de l'ICREF dans leurs demandes auprès des bailleurs de fonds.

**Prix et titres honorifiques:** Afin d'encourager et de faire connaître la recherche féministe, plusieurs prix sont présentés annuellement: le **prix Marion**

**Porter** pour le meilleur article de recherche féministe; le **prix Robertine Barry** pour le meilleur article féministe publié dans un journal ou périodique; et le **prix Laura Jamieson** pour le meilleur ouvrage féministe d'une auteure canadienne, à l'exception des oeuvres littéraires. Le **prix Muriel Duckworth** est attribué à une féministe qui, par sa recherche-action dans le domaine de la justice sociale, y compris le pacifisme, a contribué de façon marquante à l'amélioration de la condition féminine au Canada.

Des titres honorifiques à vie sont attribués annuellement à des personnes qui se sont distinguées par leur contribution à la recherche féministe ou par la promotion de cette recherche.

### **Financement**

L'ICREF est reconnaissant envers ses membres, envers toutes les personnes qui l'appuient financièrement et envers le Programme de promotion de la femme du Secrétariat d'État dont il reçoit une partie significative de son budget de fonctionnement. Il poursuit toujours cependant son objectif d'indépendance financière en organisant des levées de fonds pour ses projets spéciaux, en obtenant des bourses de recherche et en enrichissant son fonds de dotation. Votre participation à la croissance de l'ICREF peut prendre plusieurs formes: un don direct, une contribution jointe à votre cotisation annuelle, un don par voie de testament. Ces contributions peuvent être appliquées, selon votre choix, au fonctionnement de l'ICREF, à des bourses de recherche, à un projet particulier ou à un fonds spécial. Nous vous invitons chaleureusement à devenir membre de l'ICREF et de contribuer financièrement au futur de l'Institut.

### **N'hésitez pas à communiquer avec nous**

Pour obtenir plus de renseignements ou une liste des publications, veuillez vous adresser à:

ICREF/CRIAW  
408-151, Slater  
Ottawa (Ontario)  
K1P 5H3

Tél: (613) 563-0681. FAX: (613) 563-0682  
ATS: (613) 563-1921

L'ICREF désire remercier le Programme de promotion de la femme du Secrétariat d'État pour sa contribution financière à la publication de ce document.

# ICREF/CRIAW

## Cotisation et dons

**COTISATION ANNUELLE:** Veuillez cocher la catégorie de votre choix. Toute portion de votre cotisation dépassant 25,00\$ est considérée comme une contribution et vous donne droit à un reçu pour fins d'impôt. Les membres reçoivent le bulletin trimestriel et ont droit à un rabais à l'achat de certaines publications ainsi qu'au moment de leur inscription au colloque annuel.

- 15,00\$ adhésion pour les étudiant(e)s et personnes à faible revenu
- 25,00\$ cotisation régulière
- 50,00\$ cotisation de soutien
- 150,00\$ cotisation de bienfaitrice/bienfaiteur (donne droit **aux Documents de l'ICREF et aux Perspectives féministes** publiés dans l'année ainsi qu'à un reçu au montant de 100,00\$)
- 100,00\$ cotisation d'institution (ex. les départements d'études des femmes, les conseils consultatifs)
- adhésion pour institutions à but éducationnel; désignée pour les universités, les collèges et les commissions scolaires; veuillez cocher si vous désirez plus de renseignements
- Veuillez me faire parvenir des renseignements sur les commandes permanentes pour les publications de l'ICREF.

**DONS PARTICULIERS:** Les dons faits au fonds de dotation de l'ICREF permettent à l'organisme de se rapprocher de son but d'indépendance financière. Les dons destinés aux bourses de recherche servent surtout à aider des chercheuses qui ont besoin de montants limités pour mener leur recherche à bonne fin. Les dons aux projets spéciaux servent à encourager la recherche dans les domaines qui sont encore insuffisamment explorés.

### Montant

### Destination

- |          |   |
|----------|---|
| _____ \$ | <input type="checkbox"/> Fonds de dotation          |
| _____ \$ | <input type="checkbox"/> Bourses de recherche       |
| _____ \$ | <input type="checkbox"/> Projets spéciaux           |
| _____    | <input type="checkbox"/> À la discrétion de l'ICREF |

Nom: \_\_\_\_\_

Adresse: \_\_\_\_\_

Code postal: \_\_\_\_\_

Tél: (Code rég.) \_\_\_\_\_ Bur: \_\_\_\_\_ Rés: \_\_\_\_\_

Domaine d'intérêt: \_\_\_\_\_

Veuillez indiquer: Votre préférence linguistique pour la correspondance:  français  anglais  
 nouveau membre  renouvellement

Toutes les contributions sont exemptes d'impôt. Veuillez libeller votre chèque ou mandat-poste à l'ordre de l'Institut canadien de recherches sur les femmes, 151, rue Slater, bureau 408, Ottawa (Ontario) K1P 5H3.

GLOBAL VISION/LOCAL ACTION WITH CRIAW IN EDMONTON

The 1991 CRIAW Conference is your chance to find out what advances global vision and local action are creating for Canadian women. The Conference runs November 8-10 at the Westin Hotel in Edmonton, Alberta. Keynote speakers are Claire Bonenfant, vice-president of regional council at the Fédération des femmes du Québec and Glenda Simms, president of the Canadian Advisory Council on the Status of Women. Claire will address constitutional issues from her feminist and Québécoise perspectives and Glenda will speak from her extensive experience with women's issues.

Canadian feminist research is generating some exciting and interesting material and the Conference Program Committee has come up with a provocative and entertaining series of panel sessions, individual presentations and discussion groups focussed in <sup>at least</sup> five general areas within the overall Conference theme. Women and the State will look at constitutional issues and the way legislation affects women and the way women affect legislation. Power and Trust examines the way in which women are changing hierarchical relationships in areas such as therapy and education. Developing Voice focuses on various places in which women's voices are heard: literature, art theatre, politics, education. Body Impolitic investigates the way in which women's bodies, both physical and political, are regarded. And Whose Knowledge Counts examines the way in which women's knowledge is collected, generated, and often ignored.

Saturday night will be a celebration of women's music beginning with Jennifer Berezan, an articulate and talented singer-songwriter whose work is attracting national and international critical acclaim. Notre Dame de Bananes of Regina, supported by local colour, will entertain with wickedly funny feminist renditions of old favourites and the celebration will end with a dance featuring Edmonton's largest collection of women's music. Full registration for the Conference includes all conference events, lunch Saturday and Sunday and a Saturday banquet. All meals are vegetarian. French/English translation will be available, as will signage for the hearing impaired; the hotel is wheelchair accessible. Arrangements can be made for day care and billeting and the hotel is offering a special rate. Registration can be made by mail to: Women's Program and Resource Centre, 11019 - 90 Avenue, Edmonton, Alberta T6E 2G1, by phone at (403) 492-3093 or by fax at 492-1186. The deadline for registration is October 8, 1991. Further information can be obtained in either official language from Marcelline Forestier, Edmonton CRIAW Conference Coordinator at (403) 492-8950.

Susan Baychuk 3093  
hinda on campus GST  
Mon. 1:18 p.m.



airline: 498-3869

(Match)

labels:	Marilyn's ✓	1364 approx
(Research C.)	Main to come ✓	216
	CRIAW to come	704 approx.
	Women's Prog. "	286 approx.
	alb. Adv. C. "	✓ 1810 labels
	A.U. Women's Studies Assoc	600 approx.
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Peggie:	paper labels	Tim Downey Priority Printing: 484-5330

does not want to be on comm. as such

envelopes	5000	A.U. 278.51 + GST 298.
	\$ 250 / car	6 out of sheet (if running 915 sheets)
		500 overs
		<u>1100 sheets to a carton</u> \$ 339.00
		+ GST

4 out of sheet same price  
need 1000 sheets

7500	7500 submissions
1950	
750	2000 brochures left over
13	5500 sent out

ASL to conferences : is there a request for the service

registration form : do you require ASL ?

Sec. of State paid  
provide honorarium

Sept. call interpreters (feminists)  
- no idea how many required  
- how much notice they need

go after funding @ Sec. State



To date the CRIAW/ICREF '91 Conference Program Committee has organized the submissions received into a provocative and entertaining series of panel sessions, individual presentations and discussion groups focussed in at least five general areas within the Conference theme: Global Vision/Local Action. DEVELOPING VOICE focuses on the various places in which women's voices are heard: literature, art, theatre, politics, education. WOMEN AND THE STATE will look at constitutional issues and the ways in which women are affected by legislation and how women affect legislation. POWER AND TRUST examines the ways in which women are changing hierarchical relationships in areas such as therapy and education. BODY IMPOLITIC investigates the way in which women's bodies are regarded both physically and politically; and WHOSE KNOWLEDGE COUNTS? examines the ways in which women's knowledge is collected, generated and often ignored.

Attached is a list of the submissions received and accepted to date with thematic designation, type of presentation (academic or community; panel/workshop or paper) and the language of choice.

The alphabetic and numeric symbols are as follows:

A - Academic  
C - Community

E - English  
F - French

1 - Women and the State  
2 - Power and Trust  
3 - Developing Voice  
4 - Body Impolitic  
5 - Whose Knowledge Counts?

**CP Hotels** 

**Prince Edward  
Hotel and Convention Centre**

*Charlottetown, Prince Edward Island*

Situated on the waterfront, in the heart of old Charlottetown, the CP Hotels Prince Edward affords close proximity to downtown shopping, historic attractions and cultural events yet offers the luxury of endless white sand beaches just 20 minutes away.


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And here, as in all CP Hotels, you can enjoy the quality service and fine cuisine that

have become the hallmarks of CP Hotels century of experience in hospitality. The elegant Lord Selkirk dining room, the Garden of the Gulf cafe and the intimate Crossed Keys lounge offer a variety of Island specialities prepared with our own Island flair.

**CP Hotels Canada:** Banff, Calgary (2), Charlottetown, Edmonton, Halifax, Kananaskis Country, Kelowna, Lake Louise, Mirabel, Montebello, Montreal, Quebec, St. Andrews, Toronto, Victoria.

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Group Name..... DETACH AND MAIL

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Twin .....	.....
Suites: (1 bedroom & Parlor) .....	.....
(2 bedrooms & Parlor) .....	.....
Extra Person .....	.....

Occupants: .....  
(Please Print)

Address: .....  
.....

Arrival Date: ..... Time ..... Mode .....

Departure Date: ..... Time ..... Mode .....

*Billing Privileges Subject To Prior Authorization.*

**Reservations held until 6:00 p.m. Check-Out Time 12:00 Noon**

**Delegates Please Note:** reservations and a one night deposit must be received 30 days prior to arrival. Reservations received after this time limit will be accepted on an availability basis only. Deposit refundable if cancellation received 48 hours in advance. **Check-In Time 4:00 P.M.**



to: 6. Handouts -

date:

from: ~~Mr. Carol Research Centre~~

across Can (50).  
in town (123)  
prov (113)

- 1. Susan Wprc
- 2. Reggie - A.C. → 1500
- 3. CRRAW } Marcelline → 2500
- 4. ~~Match~~ } MATCH list → 1700  
Research Centre
- 5. Women's Studies Assoc. ? will this duplicate  
Ave Barb Roberts = secretary 3500  
CRRAW too  
much ??

Al

Universities

CW.

Calgary - ASWAC  
- WJC  
- Bookstore

U of A

AU.

Women's Studies Assoc.

Claire Gemmell: labels

A.U. 500-600



**Contract between**

**Women's Program & Resource Centre,  
Faculty of Extension, University of Alberta  
and**

**Canadian Research Institute for the Advancement of Women (C.R.I.A.W.)  
1991 Conference Organizing Committee**

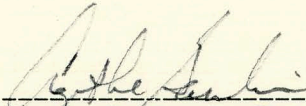


The Women's Program will be co-hosting the 1991 C.R.I.A.W. conference which will be held in Edmonton, Alberta on November 8th to the 10th at the Westin Hotel. The Women's Program agrees to do the following work for the conference:

- provide a registration form and registration information (in English and French)
- collect and process all registration fees
- process all registration withdrawal refunds
- provide an F.E.I.S. (Faculty of Extension Information System) computer list of all registered participants which include their names, addresses, phone numbers, and student comments
- provide an F.E.I.S. computer budget summary of revenue and expenditures
- assist with mail-outs - including postage, labour for stuffing & labeling

The Program will collect registration fees and will charge C.R.I.A.W. a \$10 processing fee per registrant. The fee structure will be three-teared: Pre-registration fee - \$120, regular fee - \$150, low income - \$75 (all fees include G.S.T.) Monies collected (minus the \$10 per registrant fee and any other costs incurred by the Women's Program, i.e. postage, labour costs, photocopying, etc.) will be paid out to C.R.I.A.W. on a monthly basis e.g. end of August, September, October, and November.

A C.R.I.A.W. 1991 Conference budget is enclosed.

  
 -----  
 Agathe Gaulin, Co-Chair,  
 C.R.I.A.W. 1991  
 Conference Organizing Committee

-----  
 Pat Rasmussen, Director  
 Women's Program

-----  
 Wayne Lamble, Acting Dean  
 Faculty of Extension

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 Da  
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 Da  
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 Da

Marcelline,  
 For Agathe's  
 Signature & then  
 return to me please.  
 I made a photocopy  
 for your files.  
 Susan B.



**Contract between**

**Women's Program & Resource Centre,  
Faculty of Extension, University of Alberta  
and**

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1991 Conference Organizing Committee**




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 Agathe Gaulin, Co-Chair,  
 C.R.I.A.W. 1991  
 Conference Organizing Committee

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Date

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 Pat Rasmussen, Director  
 Women's Program

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Date

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 Wayne Lambie, Acting Dean  
 Faculty of Extension

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Date

**Canadian Research Institute for the Advancement of Women (C.R.I.A.W.)  
1991 Annual Conference Budget**

C.R.I.A.W.: G.S.T. # R123269680		Revenue Canada 0470716-59-10
<b>Income</b>	<u>Actual</u>	<u>Flow-Through</u>
CRIAW	\$10,000	
Reg. Fees	\$46,550 (based on 400 participants, includes GST)	
U of A		\$2,000
Athabasca Univ.	\$ 2,800	
Canada Council	\$ 1,000	
SSHRC	\$ 6,500	
Govt Translation		\$7,000
GST return	\$ 387 (non-profit organization, 50% of GST returned)	
Entertainment	\$ 625	
<b>TOTAL</b>	<b>\$67,862</b>	<b>\$9,000</b>
<b>Expenses</b>		
<u>Staffing</u>		
Clerical Work	\$ 3,200 (40 wks @ 8 hrs @ \$10, Feb 1-Nov 30	
Coordinator	\$14,400 (6 months @ \$2400, May 1-Dec 31	
<u>Preconference Costs</u>		
publicity	\$12,500	
Program Cmmt	\$ 3,200 (letters, L.D. calls, copying, etc.)	
Networking	\$ 1,000 (invited participants, travel costs)	
Fundraising	\$ 3,000	
<u>Conference Costs</u>		
Fees waived/reduce	\$ 6,750 (50 full fee equivalents, women unable to pay, invited speakers, 4 musicians, 2 keynotes)	
Hotel costs	\$ 1,300 (based on 100+ room nights)	
Meals	\$35,300 (se below for breakdown)	
Childcare	\$ 1,380 (based on 4 workers, 22 hrs @ \$10/hr, space \$500)	
Travel	\$ 2,000 (2 invited speakers, 2 CRIAW prizes, Montreal/Ottawa axis)	
Presenter Travel		
Camada Cpimco;	\$ 1,000	
SSHRC	\$ 6,500	
Hotel, Exp	\$ 800 for 4 people, defined above, for 2 nights @ \$200 each	
Hospitality	\$1,000	
Reg kits	\$1,000 based on 400 people at \$2.50 each	
Registration	\$4,000 based on 400 people at \$10 each	
Program	\$ 200	

Program Costs

AV Equipment	\$ 304
Fr/Engl Translation	\$14,000
ASL Signing	\$ 3,000
On-site Photocopier	\$ 1,000
Entertainment	\$ 1,400

Post Conference Costs

Miscellaneous	\$ 1,200
GST costs	\$ 774 7% of total

**Total**

Meals Breakdown

Coffee	\$ 4,000 (2 breaks at \$5.00 for 500, includes muffins)
	\$ 2,600 (2 breaks at 3.35 each, incl coffee, juice only)
Reception	\$ 4,100 (400 @ \$10.25)
Light Breakfast	\$ 5,800 (Sat. & Sun. 7.25*2*400)
Lunches	\$ 9,000 (Sat. & Sun., 11.25*2*400)
Banquet	\$ <u>9,800</u> (Sat. night 24.50 *400)
<b>Total</b>	<b>\$35,300</b>

AV Equipment Based on Westin Hotel price list, see attached, 4 days 16mm projector, 4 days slide projector, 2 days VCR, 4 screens, four hours labour)

Publicity Cost Breakdown

Brochures	\$ 7,500	0.5	\$1,545
Mailing	\$10,000	0.225	\$2,250
Stuffing etc.	\$ 7000		\$ 560
<b>Total</b>			<b>\$ 4,355</b>
Two mailings	<b>Total</b>		<b>\$ 8,710</b>
Design			<b>\$ 600</b>
<b>Grand Total</b>			<b>\$ 9,310</b>
GST @ 7%			<b>\$ 662</b>



Program Costs

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Stuffing etc.	\$ 7000		\$ 560
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**Canadian Research Institute for the Advancement of Women (C.R.I.A.W.)  
1991 Annual Conference Budget**

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CRIAW	\$10,000	
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Canada Council	\$ 1,000	
SSHRC	\$ 6,500	
Govt Translation		\$7,000
GST return	\$ 387 (non-profit organization, 50% of GST returned)	
Entertainment	\$ 625	
<b>TOTAL</b>	<b>\$67,862</b>	<b>\$9,000</b>

**Expenses**

Staffing

Clerical Work                      \$ 3,200 (40 wks @ 8 hrs @ \$10, Feb 1-Nov 30  
Coordinator                              \$14,400 (6 months @ \$2400, May 1-Dec 31)

Preconference Costs

publicity                                      \$12,500  
Program Cmmt                      \$ 3,200 (letters, L.D. calls, copying, etc.)  
Networking                              \$ 1,000 (invited participants, travel costs)  
Fundraising                              \$ 3,000

Conference Costs

Fees waived/reduce                      \$ 6,750 (50 full fee equivalents, women unable  
to pay, invited speakers, 4 musicians, 2 keynotes)  
Hotel costs                              \$ 1,300 (based on 100+ room nights)  
Meals                                      \$35,300 (see below for breakdown)  
Childcare                              \$ 1,380 (based on 4 workers, 22 hrs @ \$10/hr,  
space \$500)  
Travel                                      \$ 2,000 (2 invited speakers, 2 CRIAW prizes,  
Montreal/Ottawa axis)  
Presenter Travel  
Camada Cpimco;                      \$ 1,000  
SSHRC                                      \$ 6,500  
Hotel, Exp                              \$ 800 for 4 people, defined above, for 2 nights  
@ \$200 each  
Hospitality                              \$1,000  
Reg kits                                      \$1,000 based on 400 people at \$2.50 each  
Registration                              \$4,000 based on 400 people at \$10 each  
Program                                      \$ 200

Conference Budget

**CRIAW/Edmonton Conference Preliminary Budget, 1991**

Note: J.A asked about travel and I said no, none of the money was for that! Wrong!! Changed

CRIAW: GST# R123269680

REY CANADA 0470716-59-10

Income	Actual	Flow-Through
CRIAW		\$2,000.00 ←
CRIAW		\$8,000.00 }
Fees @ \$1.20	\$40,000	Based on 400 participants, includes GST
U of A	\$2,000 →	
Athabasca Univ	\$800	
Canada Council	\$1,000 -	
SSHRC	\$6,500 -	
Govt, Translation	\$7,000 →	
GST return	\$387	Non-profit organization, 50% of GST returned
Entertainment	625-	
<b>Total</b>	<b>\$57,387</b>	<b>\$10,000.00</b>

Sliding Scale  
75, 125, 150  
low income  
Student.

**Expenses**

Staffing		
Clerical Work	\$3,200	40 weeks @ 8 hours @ \$10.00, February 1 to November 30
Coordinator	\$14,400	6 person months at 2400; from May 1 to Dec 31/91
PreConference Costs		
publicity	\$12,500	
Program Cmmt	\$3,200	(Letters, L.D. telephone calls, to presentors, copying etc.)
Networking	\$1,000	(Specific invited participants, travel costs)
FundRaising	\$3,000	
Conference Costs		
Fees Waived/Reduce	\$5,000	4 Music, 2 keynote, (50 fullfee equivalents, women unable to pay, invited speaker)
Hotel Costs	\$1,300	(Based on 100+ room nights, lower if +150)
Meals	\$35,300	(See below for breakdown)
Child Care	\$1,380	(Based on 4 workers, 22 hours at \$10 per hour, space \$500)
Travel	\$2,000	(2 invited speakers, 2 CRIAW prizes, Montreal/Ottawa axis)
Presenter Travel		
Canada Council	\$1,000	
SSHRC	\$6,500	
Hotel, Exp	\$800	For four people, defined above, for two nights. i.e \$200 each
hospitality	\$1,000	
Reg Kits	\$1,000	Based on 400 people at \$2.50 each
Registration	\$4,000	Based on 400 people at \$10.00 each
Program	\$200	
Program Costs		
A-V Equipment	\$304	
Fr/Engl Translation	\$14,000 -	

Conference Budget

ASL Signing \$3,000  
 On-site Photocopyir \$1,000  
 Entertainment \$1,400 (see attached description)

PostConference Costs

ConfProceedings ~~\$6,000~~ <sup>out.</sup> Primarily the more academic papers/discussions  
 VideoDocumentary ~~\$5,000~~ <sup>out.</sup> A video on feminist/action research, for community use

Miscellaneous \$1,200  
 GST costs \$774 7% of total

Total ~~\$129,458~~ <sup>683</sup> *adj*

Meals Breakdown

Coffee \$4,000 2 breaks at \$5.00 for 500, includes muffins)  
 \$2,600 2 breaks at 3.35 each, incl coffee, juice only  
 Reception \$4,100 10.25 \* 400  
 Light Breakfast \$5,800 Saturday and Sunday, 7.25\*2\*400  
 Lunches \$9,000 Saturday and Sunday, 11.25\*2\*400  
 Banquet \$9,800 Saturday night, 24.50\*400  
 \$35,300

A-Y Equipment Based on Westin Hotel Price List, see attached, 4 day 16 mm projector  
 4 days slide projector, 2 day VCR, 4 screens, four hours labour)

Publicity Cost Breakdown	Brochures	7500	0.5	\$1,545
	Mailing	10000	0.225	\$2,250
	Stuffing etc	7000		\$560
			total	\$4,355
	two mailings		total	\$8,710
	Design			\$600
			Grand Total	\$9,310
			GST @7%	\$662



University of Alberta  
Edmonton

Faculty of Extension

Canada T6G 2G4

North Garneau Trailer Complex, Telephone (403) 492-3116

**DATE:** July 16, 1991

**TO:** Noreen

**FROM:** Jean Lueck  
Supervisor  
Mail Services

*PN 492-5043.*

**SUBJECT:** Criaw Conference

The approximate price for mailing your conference material will be 4283 labels x .40 cents each = \$1713.20. Plus approximately \$300,00 for labor charges which will include the folding of the Hotel Reservation form; Registration form CRIAW Conference and the Sneak Preview sheet. This price for labor also includes labelling, stuffing, and metering envelopes.

We were unable to send this shipment at the **BULK RATE** price for postage as our permit covers Alberta only. Over half of your labels were for across Canada.

In the future if you require our services, I will need more complete details of your requirements. I can then explain in detail our requirements for doing Bulk Mailings.

**Duplicating & Mail Services - PRODUCTION ROOM REQUESTS**

Date requested July 12/91 Date required ASAP

# of LABELS 4283 approx

**SPECIAL INSTRUCTIONS**

4 enclosures

Course # \_\_\_\_\_ Course name CRIMINAL Conference

Signature M. Green 8950 p.w. General budget 6391

**MATERIAL COSTS**

Paper \_\_\_\_\_  
Envelopes \_\_\_\_\_  
Xerox costs \_\_\_\_\_

**LABOR**

Xeroxing \_\_\_\_\_  
Folding x \_\_\_\_\_  
Labelling x 251.65 total labor  
Binder stuffing \_\_\_\_\_  
Envelope stuffing x \_\_\_\_\_  
Postal code sorting \_\_\_\_\_  
Metering x \_\_\_\_\_

**POSTAGE - EXP. or RMRS**

First class x 4172 1669.32  
Third class \_\_\_\_\_  
Non standard \_\_\_\_\_

**TOTAL**

\$1920.97

**DATE COMPLETED** July 19/91

campus 87  
courier 9



University of Alberta  
Printing Services

### Duplicating Programme/Quick Print Requisition and other Price Listed Items

DOCKET NO. \_\_\_\_\_

Department Women's Resource Centre / CRIAW

Customer's Ref. No. 30355 Q

Address 11019 Ave 90 Ave

Date of Order June 26/91

Date Required July 8/91

Name Michelle Forrester Phone No. 8950

Deliver Attn. of Don Luetchen

Chg. Acct. No. 36-59756(4282) 6391 Cash

Bldg. North Room 1011

Job Title \_\_\_\_\_

Will Pick-up  Phone 8950

Duplicating Programme  Book Copying

Approval must be obtained from copy-right owner if required.

See back of Yellow Copy for definition

8 1/2 x 11  or 8 1/2 x 14  White Bond, Black Ink

No. of Originals \_\_\_\_\_ Copies of each \_\_\_\_\_

1 Side  Back to Back  Collate  Corner Staple Only

#### Office Use Only

Dupl. Pr. Cost \_\_\_\_\_

Press No. \_\_\_\_\_

Quick Print Cost \_\_\_\_\_

Employ. No. \_\_\_\_\_

InstaPrint \_\_\_\_\_

#### Collating

Price List Items \_\_\_\_\_

Sets \_\_\_\_\_

Copies \_\_\_\_\_

Sub Total \_\_\_\_\_

Quick Print  See back of Yellow Copy for definition

InstaPrint

8 1/2 x 11  or 8 1/2 x 14  Paper \_\_\_\_\_

Kind \_\_\_\_\_ Colour \_\_\_\_\_

No. of Originals \_\_\_\_\_ Copies of each \_\_\_\_\_

Federal Tax \_\_\_\_\_

1 Side  Back to Back  Collate  Corner Staple Only

Total Cost \_\_\_\_\_

Reduction 65%  75%  Variable  % \_\_\_\_\_

Check Cost  done by \_\_\_\_\_

Add'l Price List Items: Punch: 3-Hole  2-Hole  Folding

Padding  Cutting  Shrink Wrap  Transparencies

Binding: Cerlox  Tape  Fold/Saddle Stitch

Paste-up  PMT's  Letterhead 2nd shts  Copicards

Non-standard Paper \_\_\_\_\_

#### Add'l Cost Details

Add'l Information improved 5000 env. supplied

Estimate \$ \_\_\_\_\_

#### Press Run

Mstr \_\_\_\_\_

Copies \_\_\_\_\_

F) \_\_\_\_\_

B) \_\_\_\_\_

Delivery Date \_\_\_\_\_

Delivery Slip No. \_\_\_\_\_

Received by \_\_\_\_\_

Note: Yellow - Customer's Copy

**By signing this request you certify that all necessary Copyright Clearances and Consents have been obtained.**

Authorized Signature \_\_\_\_\_



UNIVERSITY OF ALBERTA  
 MATERIALS MANAGEMENT DEPARTMENT  
 CENTRAL STORES DIVISION

**STORES REQUISITION**

CS 21071

DEPARTMENT:

Women's Resource Centre KRIAW

DATE June 28 19 91

DELIVER TO:  
(ROOM & BLDG.)

CHARGE TO:

ACCOUNT NUMBER

30, 59150 | 4294 | 6391

MAJOR INTERMEDIATE MINOR MEMO

WILL PICK UP

JOB

WORK ORDER

FOR INFORMATION CALL:

Marcelline Forester PHONE 8950

QTY. ORDERED	UNIT	ITEM NO.	DESCRIPTION
2500	HE	598	Ivory envelopes - with logo

AUTHORIZATION SIGNATURE:

Pat Rasmussen

REQUISITIONER'S COPY





# INVOICE

DELIVER TO:

DEPARTMENT

DATE

ADDRESS EXTENSION GENERAL  
 PICK UP

INVOICE NO. 17254  
 28 JUN 1971

ACCOUNT NO. 10 59150 4294

CONTACT MARSHALLINE FORESTIER

PHONE: 8950

GR # R129102901

DEPT. REQUISITION NO. 21071

JOB NUMBER

WORK ORDER NO.

ORDERED	UNIT	ITEM NO.	DESCRIPTION	SHIPPED	BACK ORDERED	PRICE	EXTENSION
2,000	EA	NES9A	ENVELOPE IVORY 5000 20LB. 4 1/8" x 9 1/2" PRINTED U OF P 500/BOX	2,000		.053	106.31

TOTAL	106.31
GST	.00
<b>TOTAL INVOICE</b>	<b>106.31</b>

RECEIVED BY M. Forestier

FILLED BY NUMBER GREG NASH

DELIVERED BY NUMBER \_\_\_\_\_



UNIVERSITY OF ALBERTA  
 MATERIALS MANAGEMENT DEPARTMENT  
 CENTRAL STORES DIVISION

# INVOICE

DELIVER TO:

DEPARTMENT

DATE

ADDRESS

INVOICE NO.

ACCOUNT NO.

CONTACT

PHONE:

DEPT. REQUISITION NO.

JOB NUMBER

WORK ORDER NO.

ORDERED	UNIT	ITEM NO.	DESCRIPTION	SHIPPED	BACK ORDERED	PRICE	EXTENSION
2,500	EA	42596	ENVELOPE 100% 100 250 x 175" - 7 1/2" MINOR 100 100.00	2,500		0.43	108.21

TOTAL	108.21
GST	0.00
<b>TOTAL INVOICE</b>	<b>108.21</b>

RECEIVED BY

*M. Johnston*

FILLED BY  
 NUMBER

6103 0831

DELIVERED BY  
 NUMBER