



## OFFICERS

**Michael T. Carrigan**, President  
**Timothy E. Drea**, Secretary Treasurer

[www.ilaf-cio.org](http://www.ilaf-cio.org)

January 14, 2019

Dear Labor Leader:

The Illinois AFL-CIO is sponsoring a one day seminar for local union officials and their accountants on preparing financial reports and conducting union officer elections.

The seminar will feature speakers from the U.S. Department of Labor (US DOL), Office of Labor Management Standards, to provide participants with detailed information on how to complete and file annual financial reports (LM-2, LM-3, LM-4) required of labor organizations as mandated by the Labor-Management Reporting and Disclosure Act (LMRDA). In addition, they will provide relevant information on the procedures for electing union officers.

Presentations will also be given by the Illinois State Board of Elections on Political Action Committee (PAC) Reports and by Legacy Professionals, LLP on Internal Revenue Services (IRS) Reports.

Registration for the seminar will begin at 8:15 a.m. with presentations scheduled to conclude around 3:00 p.m. The registration fee is \$60.00 per person. Please return the enclosed registration form along with the appropriate fee to the Illinois AFL-CIO prior to **February 16<sup>th</sup>**.

Please ensure that this training opportunity is forwarded to the appropriate person in your local. Seminars will be held twice to give greater access to all individuals interested in attending.

**Thursday, February 28, 2019**  
**Springfield, Illinois**

President Abraham Lincoln Hotel  
701 E. Adams  
Ph. 217-544-8800

**Thursday, March 7, 2019**  
**Burr Ridge, Illinois**

Illinois AFL-CIO  
999 McClintock Dr.  
Ph. 217-544-4014

Sincerely,

Timothy E. Drea  
Secretary Treasurer  
Illinois AFL-CIO

Enclosure

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LIUNA#362afl-cio