



# Parliamentary Procedures Course

## Wednesday, March 15, 2017

9:00 am - 4:00 pm on March 15, 2017  
Sheraton Cavalier Calgary Hotel  
2620 32<sup>nd</sup> Avenue NE  
Calgary, AB T1Y 6B8

ACCA Members - \$450.00 + GST  
Non-Members - \$525.00 + GST

Lunch, snacks and all instructional materials will be included in the cost of the workshop.

### Some of the topics that will be covered during this interactive course:

- What the different types of motions are and when to use them
- How to know which motion gets priority
- How to make motions and debate them
- How to amend a motion
- How to amend an amendment

Your facilitator for the day will be  
**Pat Knoll, Q.C. PRP.CP**

Pat Knoll is a professionally registered and exam certified parliamentarian with the National Association and American Institute of Parliamentarians.

He has provided parliamentarian training and workshop studies for over 20 years to various organizations and corporations in western Canada. Past and current clientele include the United Farmers of Alberta, Credit Union Central, Calgary Co-op, and Agricore United.



**For more information on the workshop, please contact Dianne Fortin  
780-963-3766 | dfortin@acca.coop**

### Registration Form

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

Phone number: \_\_\_\_\_

ACCA Member (\$450.00 + GST)    or     Non-member (\$525.00 + GST)

Method of Payment:  Cheque     Invoice my Organization     Visa     Mastercard

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_\_

Signature: \_\_\_\_\_ E-mail: \_\_\_\_\_