

To all members of the UNI Europa Property Services Steering Committee

**INVITATION to UNI Europa Property Services Steering Committee
Brussels, 7 December 2011**

Dear Colleagues,

We have the pleasure to invite you to the meeting of the UNI Europa Property Services Steering Committee, which will take place in Brussels on 7 December 2011.

Venue and timetable

The meeting will take place at UNI Europa offices, 31 rue de l'Hôpital, 1000 Brussels.

The meeting will start at **9:30 PM** and will finish around **4:00 PM**.

Documents

You will find attached, the agenda and the list of hotels used by UNI Europa. Other documents will follow later.

Interpretation

Interpretation (whispering) will be provided in French and Spanish.

Accommodation

The participants have to arrange for their own hotel booking. You will find attached a list of hotels used by UNI Europa. You will also find a lot of other hotels on this link :
<http://www.bookings.org/city/be/brussels.fr.html?aid=307034;label=gog235jc;sid=f119a9b97d4c09067d9bb9b539c94516>

Registration

Please confirm your participation by e-mail to elisabeth.vandenborren@uniglobalunion.org by latest **Tuesday 29 November 2011** for those who need interpretation in French and Spanish.

Travel expenses

The travel expenses for this meeting will NOT be reimbursed by UNI Europa.

If you have any queries about this meeting, please contact:

Laila Castaldo (tel. +32 2 234 56 68) or Elisabeth Vandenborren (tel. +32 2 234 56 50).

Yours sincerely,

Laila Castaldo
Policy Officer, Property Services