



Assembly of First Nations Special Chiefs Assembly

December 3-5, 2024

Rogers Centre (formerly Shaw Centre)
Ottawa, Ontario

Hybrid (In-Person and Online)



REGISTRATION PACKAGE

The Assembly of First Nations (AFN) Special Chiefs Assembly (SCA) will be held on December 3-5, 2024, at the Rogers Centre (formerly Shaw Centre), on the traditional unceded territory of the Algonquin Nation, in Ottawa, Ontario. Dialogue sessions will be conducted on December 2, 2024. The Rogers Centre is located at 55 Colonel By Drive, Ottawa, Ontario, K1N 9J2.

REGISTRATION

Where does your registration fee go?

Registration fees help to offset the direct costs of organizing Chiefs Assemblies, including facility rentals, audio/visual equipment, interpretation services, webcasting, registration services, facilitators, translation, signage, Elder honorarium, and drum groups.

PRE-REGISTRATION BONUS

Delegates who pre-register by December 2, 2024, will be entered into a bonus draw.
Register today to avoid long lines! Register TODAY and avoid the line ups!

FEES

Chief/Proxy (<i>proxy letter required</i>)	Complimentary	Senior Citizen (<i>age 65 and older</i>)	\$50.00
First Nation Citizen	\$450.00	Student (<i>valid student card required</i>)	\$50.00
Councilor, Grand Chief, Hereditary Chief	\$450.00	Veteran	Complimentary
Observer and Non-Government Organization	\$800.00	Elder	Complimentary
Other Governments	\$800.00	Accredited Media	Complimentary

Registration Process

Photo identification is required at registration for Chiefs, proxies, and students. All participants and groups are encouraged to pre-register and pre-pay, even for complimentary registrations. Separate line-ups will be available at the event for those who complete pre-registration and payment in advance of the Assembly.

- Register ONLINE at www.afn.ca. You will receive a confirmation email once registered. VISA, MasterCard, and American Express accepted.
- Register by Form: Complete the registration form included in this notice and fax it to Tash Cote at 613-241-5808 or email it to registration@afn.ca.
- Registration forms and payments must be submitted before entry into the Assembly. On-site registration and payment are also available. Please note that registration fees are non-refundable after November 22, 2024. An administration fee of \$50 will apply for cancellations made before this date.
- Pre-registration will take place on Monday, December 2, 2024, from 2:00 PM to 8:00 PM at the Rogers Centre. To avoid waiting in line, delegates are encouraged to pick up their badges during this time.



Assembly of First Nations Special Chiefs Assembly 2024

December 3-5, 2024 • Rogers Centre Ottawa, Ottawa, Ontario

HOTEL ACCOMMODATIONS

The AFN has reserved blocks of guestrooms at several hotels for the event. Please mention the **2024 AFN Special Chiefs Assembly** when booking to secure the best rate. Make reservations by the cut-off dates to ensure availability; bookings after these dates will be at full price. All travel, meals, and guestroom expenses are the responsibility of the guest or group and must be settled upon departure.

1. Fairmont Chateau Laurier

Location: 1 Rideau Street,
Ottawa, ON, K1N 8S7
Telephone: 613-241-1414
Deadline to Book: November 3, 2024

Rates:

- Fairmont – \$319
- Fairmont Gold – \$419

Reservation Link: [Book the Group Rate for AFN Special Chiefs Assembly](#)

2. Le Germain Hotel

Location: 30 Daly Avenue,
Ottawa ON, K1N 6E2
Telephone: 1-888-873-0829

Rate: \$269.99

Reservation Link: [Book the Group Rate for AFN Special Chiefs Assembly](#)

3. Delta Ottawa City Centre

Location: 101 Lyon Street,
Ottawa ON, K1R 5T9
Telephone: 1-888-239-4756

Rate: \$229.00

Reservation Link: [Book the Group Rate for AFN Special Chiefs Assembly](#)

For all hotel reservations, please indicate that you are with the AFN Special Chiefs Assembly. Delegates are encouraged to make hotel reservations by the noted cut-off date to ensure accommodation is available at the price listed as anything booked after the deadline will be at full price.

All expenses (travel, meals, guestrooms) with respect to attending the AFN SCA are the responsibility of the guest/group to cover and clear upon departure.

TRAVEL

Indigeno Travel is the preferred travel agency of the AFN. Indigeno Travel is Indigenous-owned, and its service comes complete with conference discounts, 24/7 emergency service for unforeseen flight changes, and a dedicated agent for personalized service. Please contact Indigeno, toll-free at 1.800.267.8973, or by email at indigeno@continentaltravel.ca to make your flight arrangements.

Air Canada

Promotion Code: **R3K43M61**

Applicable Rules

- The booking is to be made to the following city: Ottawa, YOW (CA)
- The travel period begins on Monday, November 25, 2024, and ends on Thursday, December 12, 2024.
- Travel is valid Monday, Tuesday, Wednesday, Thursday, Friday, Saturday, Sunday.
- For North America' 5% applies on standard fares, 10% on flex fares and higher. For International Travel' 10% on standard fares and higher.

VIA Rail

Conference Code: **14502**

WestJet

Applicable Rules

- The booking is to be made to the following city: Ottawa, ON
- The travel period begins: 11/25/2024

- The travel period ends: 12/12/2024

Coupon Code: Guest web/Travel Agent web – 8M2W9CT

Promo Code: Travel Agent GDS – YBO86

Porter Airlines

Porter Airlines is proud to offer up to 10% discount on available base fares (with the exception of the lowest class fare during a public seat sale) for travel to and from the Special Chiefs Assembly 2024. The discounted fares are available for booking from **October 29, 2024 to December 01, 2024** and available for travel:

From: All Markets – To: Ottawa(YOW)

From: 29Nov24-To: 04Dec24

From: Ottawa(YOW) – To: All Markets

From: 02Dec24-To: 07Dec24

Please book online at <https://www.flyporter.com/en-ca/?promo-code=SCA024> or through your travel agent using promo code "SCA024"



Assembly of First Nations Special Chiefs Assembly

December 3-5, 2024

Rogers Centre (formerly Shaw Centre)
Ottawa, Ontario

Hybrid (In-Person and Online)



Documents

Materials will be available on the AFN website at www.afn.ca.

Sponsors

If you are interested in being a sponsor of one of our events at the SCA, please contact sponsors@afn.ca.

AFN Circle of Trade Show

The AFN Circle of Trade will take place from December 3-5, 2024, offering excellent networking opportunities among First Nations, organizations, businesses, and government. For more information or to register, contact AFNTradeshow@afn.ca.

Parliamentary Reception

A parliamentary reception will be held on Tuesday, December 3, 2024. Please visit the [AFN website \(www.afn.ca\)](http://www.afn.ca) for details.

SCA INFORMATION

Please visit the AFN website at www.afn.ca or contact the following individuals for more information:

Registration Information:

E-mail: registration@afn.ca

Circle of Trade Show:

E-mail: AFNtradeshow@afn.ca

Sponsorship:

E-mail: sponsors@afn.ca

Accessibility (Disability):

E-mail: fnpwd@afn.ca

SCA Coordination:

Joyce McDougall

Email: jmcdougall@afn.ca

ACCESSIBILITY (DISABILITY)

The AFN is committed to ensuring full and equal participation for all attendees. For accessibility support or to request services such as American Sign Language (ASL) interpretation, Langue des Signes Québécoise (LSQ) interpretation, reserved seating for mobility device users, or access to a quiet room for sensory processing needs, contact fnpwd@afn.ca by **November 11, 2024**.



Assembly of First Nations Special Chiefs Assembly 2024

December 3-5, 2024 • Rogers Centre Ottawa, Ottawa, Ontario

REGISTRATION FORM

REGISTRATION FEES (includes GST):

- | | |
|--|--|
| <input type="radio"/> Chief/Proxy <i>Complimentary</i> | <input type="radio"/> \$50 Senior Citizen (age 65 and older) |
| <input type="radio"/> \$450 First Nations Citizen, Grand Chief, Councillor | <input type="radio"/> \$50 Student (valid student card required) |
| <input type="radio"/> \$800 Observer & Non-Government Organization | <input type="radio"/> Elder <i>Complimentary</i> |
| <input type="radio"/> \$800 Other Government | <input type="radio"/> Accredited Media <i>Complimentary</i> |

CONTACT INFORMATION (please print):

First Name: _____ Last Name: _____
Title: _____ First Nation/Organization/Company Name: _____
Street Address: _____ City/Town: _____
Province/Territory: _____ Postal Code: _____
E-mail address: _____
Tel: () _____ Fax: () _____
Hotel booked for the SCA (to assist with logistical planning): _____



Will you be joining by:



In-Person



Virtual



METHOD OF PAYMENT (please select one):

Organization Cheque (Enclosed) to be mailed will bring to SCA

Visa Master Card Amex



Card Number: _____ Expiry (MM/YY): ____ / ____ CVC (3-digit back of card): _____

Name on Card (please print): _____

Card Holder's Signature: _____ Authorized Amount: \$ _____

E-mail address for receipt: _____

The Assembly of First Nations Special Chiefs Assembly is a public event where photography, audio and video recording may occur. By attending the event, all delegates consent to the potential release and publication of photos and audio/video recordings from the event by the Assembly of First Nations.

All participants will be required to acknowledge the code of conduct to participate in the event.

GST # 13364 9848 RT0001

Please note registration fees are non-refundable after November 22, 2024. An administration fee of \$50.00 will apply for all cancellations prior to this date.

For more information on the AFN Assembly of First Nations (AFN) and the Special Chiefs Assembly (SCA).

For more information, please visit: www.afn.ca



Assembly of First Nations Special Chiefs Assembly 2024

December 3-5, 2024 • Rogers Centre Ottawa, Ottawa, Ontario

GROUP REGISTRATION FORM

(For use with Group Payments)

GROUP REGISTRATION FEES (includes GST):

\$450 First Nations Citizen, Grand Chief, Councillor	x <input type="text"/>	= \$ <input type="text"/>
\$800 Observer & Non-Government Organization / Other Governments	x <input type="text"/>	= \$ <input type="text"/>
\$50 Senior Citizen (age 65+) / Student (valid student card required) Chief/Proxy/Elder/Accredited Media - Complimentary	x <input type="text"/>	= \$ <input type="text"/>

TOTAL FEES: \$

CONTACT INFORMATION (please print):

First Name: _____ Last Name: _____
Title: _____ First Nation/Organization/Company Name: _____
Street Address: _____ City/Town: _____
Province/Territory: _____ Postal Code: _____
E-mail address: _____
Tel: () _____ Fax: () _____

 Will you be joining by: In-Person Virtual

METHOD OF PAYMENT (please select one):

Organization Cheque (Enclosed) to be mailed will bring to SCA
 Visa Master Card Amex
↓ ↓ ↓
Card Number: _____ Expiry (MM/YY): ____ / ____ CVC (3-digit back of card): _____
Name on Card (please print): _____
Card Holder's Signature: _____ Authorized Amount: \$ _____
E-mail address for receipt: _____

The Assembly of First Nations Special Chiefs Assembly is a public event where photography, audio and video recording may occur. By attending the event, all delegates consent to the potential release and publication of photos and audio/video recordings from the event by the Assembly of First Nations. All participants will be required to acknowledge the code of conduct to participate in the event.

GST # 13364 9848 RT0001

Please note registration fees are non-refundable after November 22, 2024. An administration fee of \$50.00 will apply for all cancellations prior to this date.



Assembly of First Nations Special Chiefs Assembly 2024

December 3-5, 2024 • Rogers Centre Ottawa, Ottawa, Ontario

DELEGATE REGISTRATION FORM

(For use with Group Payments)

1	Name of Delegate	First Nations/ Organization	Delegate's Email	Registration Type <i>Chief/Proxy; FN Citizen; Observer/NGO; Other Gov't; Senior (65 and older); Student with ID; Elder; Veteran; Media</i>	Will Attend by: <input type="radio"/> In-Person <input type="radio"/> Virtual

2	Name of Delegate	First Nations/ Organization	Delegate's Email	Registration Type <i>Chief/Proxy; FN Citizen; Observer/NGO; Other Gov't; Senior (65 and older); Student with ID; Elder; Veteran; Media</i>	Will Attend by: <input type="radio"/> In-Person <input type="radio"/> Virtual

3	Name of Delegate	First Nations/ Organization	Delegate's Email	Registration Type <i>Chief/Proxy; FN Citizen; Observer/NGO; Other Gov't; Senior (65 and older); Student with ID; Elder; Veteran; Media</i>	Will Attend by: <input type="radio"/> In-Person <input type="radio"/> Virtual

4	Name of Delegate	First Nations/ Organization	Delegate's Email	Registration Type <i>Chief/Proxy; FN Citizen; Observer/NGO; Other Gov't; Senior (65 and older); Student with ID; Elder; Veteran; Media</i>	Will Attend by: <input type="radio"/> In-Person <input type="radio"/> Virtual

5	Name of Delegate	First Nations/ Organization	Delegate's Email	Registration Type <i>Chief/Proxy; FN Citizen; Observer/NGO; Other Gov't; Senior (65 and older); Student with ID; Elder; Veteran; Media</i>	Will Attend by: <input type="radio"/> In-Person <input type="radio"/> Virtual

6	Name of Delegate	First Nations/ Organization	Delegate's Email	Registration Type <i>Chief/Proxy; FN Citizen; Observer/NGO; Other Gov't; Senior (65 and older); Student with ID; Elder; Veteran; Media</i>	Will Attend by: <input type="radio"/> In-Person <input type="radio"/> Virtual



Assembly of First Nations Special Chiefs Assembly 2024

December 3-5, 2024 • Rogers Centre Ottawa, Ottawa, Ontario

CODE OF CONDUCT FOR AFN EVENT PARTICIPANTS

THE ASSEMBLY OF FIRST NATIONS CODE OF CONDUCT FOR EVENTS

1. The Assembly of First Nations (“AFN”) hosts meetings, gatherings, and Assemblies from time to time (“events”). The AFN is committed to providing a safe, respectful, inclusive, and welcoming environment where individuals are empowered to express their authentic selves and are heard.
2. The AFN has a zero-tolerance policy for actions or words that constitute harassment (including sexual), bullying, intimidation, discrimination, or violence.
3. This Code of Conduct identifies the standard of behaviour expected of all event participants, as well as the consequences of unacceptable behaviour. It applies to all AFN events and event related activities.
4. All event participants are expected to help the AFN maintain a safe space and positive event experience for everyone. Where a participant registers to attend an AFN event, the participant will be required to agree to this Code of Conduct by signing the “Acknowledgement Form” attached as Schedule A.

EXPECTED BEHAVIOUR OF EVENT PARTICIPANTS

5. By participating in any AFN event or activity, participants must always conduct themselves in a manner that is:
 - a. Considerate, respectful, and collaborative.
 - b. Mindful of your surroundings and of your fellow participants, and to alert event organizers if you witness unacceptable behaviour.
 - c. Refrain from any form of conduct which involves violence, discrimination, and harassment at the event including at social functions, during AFN event-related travel, on social media, over the telephone or via email and text messages.

UNACCEPTABLE BEHAVIOUR OF EVENT PARTICIPANTS

6. Examples of unacceptable behaviours at AFN events include but are not limited to:
 - a. Intimidating, harassing, abusive, discriminatory, derogatory, or demeaning conduct.
 - b. Harassment, which includes any unwanted physical or verbal behaviour that offends or makes unwelcome remarks or jokes about one’s race, religion, sex, age, disability or any other of the grounds of discrimination.
 - c. Sexual harassment, which is considered any conduct, comment, gesture or contact of a sexual nature that is likely to cause offence or humiliation to any person or that might, on reasonable grounds, be perceived by that person as placing a condition of a sexual nature on a person.
 - d. Violence, defined as any action, conduct, threat, gesture of a person towards another person that can reasonably be expected to cause or threaten harm, injury or illness to that person.



Assembly of First Nations Special Chiefs Assembly 2024

December 3-5, 2024 • Rogers Centre Ottawa, Ottawa, Ontario

CODE OF CONDUCT FOR AFN EVENT PARTICIPANTS

CONSEQUENCES OF UNACCEPTABLE BEHAVIOUR

7. Participants who are asked to stop any inappropriate behaviour by any other participant or event organizer are expected to comply immediately.
8. Unacceptable behaviour will not be tolerated. Event organizers may take action they deem appropriate, including immediate removal from the event without refund and expulsion from future AFN events.
9. If you believe someone is violating the Code of Conduct and you wish to report it, please notify an event organizer immediately. Assistance will be provided to contact the appropriate officials within AFN and they will assist to safely escort you or others if required or they can provide additional assistance with the situation at hand. Your anonymity will be protected at all times.

Schedule "A"

Code of Conduct for AFN Event Participants

I, _____, an AFN Event Participant, declare that I have read, understood and agree to comply with the AFN Code of Conduct and other applicable rules and policies adopted by the event participants, and I will:

1. exercise the responsibilities and expected behaviours contained within this Code, at all times, with due diligence, care and skill in a reasonable and prudent manner;
2. respect and support the AFN's rules, policies, including this Code and decisions of the meeting Chair(s) and/or CEO;
3. conduct myself in a spirit of collegiality and respect for the other participants in attendance at the AFN Event.

Signature: _____

Date: _____

AFN Event Participant

The Assembly of First Nations Special Chiefs Assembly is a public event where photography, audio and video recording may occur. By attending the event, all delegates consent to the potential release and publication of photos and audio/video recordings from the event by the Assembly of First Nations.

All participants will be required to acknowledge the code of conduct to participate in the event.