

INFORMATION FOR JOINT ASSEMBLY ATTENDEES

Welcome! Thank you for registering for the 2013 Joint Assembly. We wish you safe travel and an enjoyable assembly experience from Wednesday, July 3 to Sunday, July 7 at the Ottawa Convention Centre (OCC) located in downtown Ottawa. Please thoroughly review the attendee information provided in this Section B and the information for attendees to the National Convention in Section D and use the check list below to help you to prepare for the Joint Assembly. We look forward to seeing you in Ottawa!

✓ 2013 JOINT ASSEMBLY CHECK LIST

- BULLETIN OF REPORTS:** The 2013 *Bulletin of Reports* is available online at www.jointassembly.ca for those who chose to download their copy. For those who requested a “print” copy when registering, a copy of the bulletin will be mailed to you. It should be noted that this printed copy is your only copy and should be brought with you to Ottawa. You will need to provide your own binder for the reports. Please familiarize yourself with the reports in preparation for the plenary discussions.
- TRAVEL CONFIRMATION & FEES:** Your correct travel information is important and will assist the Joint Local Arrangements Committee with airport, train or bus pickup co-ordination. Travel or other changes should be sent to Barb Wiebe, ELCIC Convention Registrar: Email: jointassembly@elcic.ca; Telephone: Toll Free 1-888-786-6707, extension 177; in Winnipeg: (204) 984-9177. Payments for the full fees are required before the assembly. Please make any outstanding fee payments by credit card or cheque to:
Evangelical Lutheran Church in Canada (ELCIC), 600-177 Lombard Avenue, Winnipeg, MB R3B 0W5
- REGISTRATION:** Please plan to arrive for on-site registration on level 2 of the OCC prior to the assembly. Registration begins on Tuesday, July 2 from 3:00 p.m. to 9:00 p.m. and continues from 8:00 a.m. to 5:00 p.m. on Wednesday, July 3. The Registration Desk will move to level 3 on Thursday, July 4. An Information Desk will also be available.
- SESSIONS & MEALS:** The Joint Assembly plenary sessions and business sessions of the Anglican Church of Canada (ACC) and the ELCIC will be held in Canada Hall 2 & 3 on level 3 of the OCC. Meals (no breakfast) will be served in Canada Hall 1 on level 3.
- PROGRAM-AT-A-GLANCE:** Please use this quick timetable for an overview of all Assembly events.
- WORSHIP:** The opening and closing worship services will be held in Canada Hall 2 & 3 on level 3 of the OCC. A prayer chapel will be located on level 2 in Room 201. Night prayer will take place in the foyer of level 2. Closing worship is open to congregational members from the Ottawa and surrounding area.
- SERVICE OF BLESSING:** To prepare for the assembly, please invite your congregation to use the Service of Blessing enclosed with the Registration Information Package or download a copy at: www.jointassembly.ca.
- EVALUATION FORM:** Please remember to complete the evaluation form online at www.jointassembly.ca. The form will be available online on Saturday, July. You can also pick up a copy of the evaluation form at the Information Desk. We appreciate your feedback.

OUR MEETING PLACE

Welcome Delegates and Visitors! The 2013 ELCIC National Convention will take place as part of the 2013 Joint Assembly with the Anglican Church of Canada (ACC). The Joint Assembly will be held at the Ottawa Convention Centre (OCC), Ottawa, Ontario from July 3-7. The OCC is located in downtown Ottawa and is within 5 to 12 minutes walking distance from our assembly hotels, and within 12 to 30 minutes walking distance from our university accommodations. A map of downtown Ottawa is included on page B-17 in this section of the *Bulletin of Reports*.

The OCC overlooks the Rideau Canal UNESCO World Heritage Site and is steps away from major Ottawa attractions. The new convention centre features an environmentally friendly design which sets new standards for sustainable practices and serves guests with advanced technology. Named as *Canada's Meeting Place*, the OCC is a short drive from the Ottawa Airport. For more information on the OCC see their website at <http://ottawaconventioncentre.com>. Please see pages B-18 to B-21 for the floor plans of the OCC.

No Smoking: In accordance with the City By-law and as required by LEED building standards, all indoor and outdoor spaces within a 9 m (30') perimeter of the convention centre are **NON-SMOKING**. (*Operational Guide Manual, Ottawa Convention Centre*)

WEBSITE

Information as it is available will be posted to the 2013 Joint Assembly website located at: <http://jointassembly.ca>.

ASSEMBLY AGENDA

Some plenary sessions during the assembly will be held jointly with the Anglicans while others will be held separately to accommodate each churches' business. All joint sessions will take place in Canada Hall 2 & 3 on level 3. The separate ELCIC National Convention business sessions will take place in Canada Hall 2 on level 3.

A detailed daily Joint Assembly agenda and time schedule is included in Section C within the *Bulletin of Reports*. There is also a detailed daily ELCIC National Convention agenda time schedule included in Section E within the *Bulletin of Reports*. The Program-At-A-Glance schedule of daily Assembly events on page B-16 in this section of the *Bulletin of Reports* also provides a "quick" reference for all Assembly activities. Please bring your *Bulletin of Reports* with you to all sessions.

TABLE SEATING

There will be two table seating plans. One plan for the joint sessions will have Anglicans and Lutherans together at each table in the spirit of full communion. A second plan will be for the separate ELCIC or ACC business sessions. Your table number for each seating plan will be indicated on the back of your name tag. The table seating charts will also be displayed in the level 3 foyer. You can check the Program-at-a Glance to determine which sessions are joint and which sessions are separate. Ushers will also be available to assist you.

REGISTRATION DESK

When you arrive at the OCC, you will need to pick up your registration materials at the Registration Desk. The Registration Desk hours will be as follows:

Level 2 Foyer
 Tuesday, July 2 3:00 p.m. to 9:00 p.m.
 Wednesday, July 3 8:00 a.m. to 5:00 p.m.

Level 3 Foyer
 Thursday, July 4 8:00 a.m. to 5:00 p.m.
 Friday, July 5 8:00 a.m. to 5:00 p.m.
 Saturday, July 6 11:30 a.m. to 2:00 p.m.



INFORMATION DESK

An Information Desk will also be available for the purpose of answering any assembly-related inquiries and will serve as an assembly “help” desk providing information to delegates and visitors during the assembly. The Information Desk hours will be as follows:

Level 2 Foyer
 Tuesday, July 2 3:00 p.m. to 9:00 p.m.
 Wednesday, July 3 8:00 a.m. to 9:00 p.m.

Level 3 Foyer
 Thursday, July 4 8:00 a.m. to 9:00 p.m.
 Friday, July 5 8:00 a.m. to 9:00 p.m.
 Saturday, July 6 11:30 a.m. to 5:00 p.m.
 Sunday, July 7 8:30 a.m. to 12:30 p.m.



ORIENTATION SESSIONS

An optional one-hour general orientation session will be offered to all attendees at 10:00 a.m. and again at 11:00 a.m. on Wednesday, July 3 in Room 201. This session will familiarize you with the OCC, the agenda and schedule for our meetings and other assembly information to make your time at the meetings productive and enjoyable.

NAME TAGS

Your registration materials will contain your name tag and lanyard. Please wear your name tag at all times (sessions, events and meals) during the assembly. Lanyard colours issued will be as follows:

ELCIC delegates – yellow	ACC delegates – red
Visitors/Observers – white	Guests/NCC/Partners/Staff – royal blue
Displayers – light blue	Volunteers – green
Media – orange	

WIRELESS KEYPADS



A wireless hand-held keypad (or “clicker” for short) will be issued to you upon registration. The keypad device which will be attached to your name tag lanyard will be required for all sessions. The wireless keypad will be used to tabulate all election results (delegates only) and also for interaction with presenters (all attendees). An orientation for this keypad will be provided at the first joint session. You must return the keypad at the end of the assembly to the information desk.

Audience Response Technology (ARC) utilized with the keypad is a powerful tool that gives presenters the ability to receive immediate feedback from the audience by using either multiple choice questions, numeric or text entry thereby creating an interactive environment. Participants use their wireless keypad to select their choice as directed. Once all participants have selected a response, the aggregated data will be displayed for all to see. The benefits of the “clickers” are anonymously answered questions, real-time feedback, paperless, and simple to use.

WI-FI INTERNET ACCESS

Wireless network access at the OCC for the entire five day event is \$30.00. However, if you don’t order internet in advance, the onsite cost will be significantly higher at \$28.50 per day or \$142.50 for the entire event. Therefore, if you require Wi-Fi internet access during the sessions and did not include it on your registration form, please contact the ELCIC Convention Registrar at jointassembly@elcic.ca by the end of May. For those attendees ordering Wi-Fi, an internet access password and an instruction sheet will be provided in your registration package to guide your Wi-Fi setup.



A laptop charging station will be available at the OCC. Please see the Joint Assembly website for tips on preserving the battery on your laptop.

MEALS

Eight meals are included in the delegate registration fee. All lunches and dinners will be served in Canada Hall 1 on level 3 of the OCC. The banquet will be held in the Trillium Ballroom on level 4 of the OCC. Coffee will be available on the level 3 foyer in the morning from 10:00 a.m. to 11:00 a.m. (Thursday and Friday) and in the afternoon from 3:00 p.m. to 4:00 p.m. (Wednesday to Saturday). Breakfasts are “on your own.” Receipts for meals eaten elsewhere are **not** reimbursed. Meals are scheduled during the assembly as follows:

Lunch	Noon – 1:30 p.m.	Wednesday to Saturday
Dinner	5:30 – 7:00 p.m.	Wednesday to Friday
Banquet	6:00 – 10:00 p.m.	Saturday

Delegates who indicated in the events section of the registration form that they plan to attend the banquet will receive a banquet ticket in their registration package.

Visitors who purchased the meal package will have lunch and dinner tickets included in their registration package. The visitor meal package does not include the banquet.

Due to the limited space for banquet seating, a waiting list has been established for banquet tickets (\$75 each). If you wish to bring a guest to the banquet and you did not indicate on the registration form that you wanted your name placed on the banquet ticket waiting list, please email Barb Wiebe, the ELCIC Convention Registrar, at jointassembly@elcic.ca before the end of May. People on the waiting list will be contacted by email in mid-June regarding banquet ticket availability.

YOUTH DELEGATES

Members of the ELCIC Youth Assembly are voting delegates for the convention. Youth delegates have been selected by the synods and are between 16 and 23 years of age. During convention business sessions, youth delegates have the same privileges and responsibilities as other delegates.

Youth delegates will arrive one day prior to convention to meet other youth delegates, share fellowship, explore scripture and learn about convention procedures. For this Joint Assembly, members of the ELCIC Youth Assembly will meet with Anglican diocesan youth delegates to gain a deeper understanding of full communion. Lutheran and Anglican youth delegates will have leadership roles during Saturday's Public Witness Event on Parliament Hill.

The meeting place for the youth is in OCC Room 211. Youth delegates are invited to make their travel arrangements so that they are in Ottawa by early afternoon on Tuesday, July 2. Local transportation will be provided from the airport, train or bus station in Ottawa.

For more information on youth delegates, contact: Rev. Paul Gehrs, Assistant to the Bishop, Justice and Leadership by email at: pgehrs@elcic.ca or toll free 1-888-786-6707, extension 156 or in Winnipeg at (204) 984-9156.

VISITORS

All visitors to the Joint Assembly must complete a registration form to attend the assembly. While there is no visitor fee for the Joint Assembly, registration is required. There is a meal package available to visitors:

- **\$345 meal package** per visitor without banquet. (4 lunches and 3 dinners. No banquet)

Visitors will **not** be able to purchase meal packages on-site therefore all requests for meal packages are to be done in advance of June 1. As space is limited for the banquet and the number of tickets will not be known until registration is complete, a waiting list for banquet tickets has been established. If you are interested in obtaining a banquet ticket at a cost of \$75 each and did not

indicate this on the registration form, please email Barb Wiebe the ELCIC Convention Registrar at jointassembly@elcic.ca prior to end of May.

Registration and payment for visitors can be done online or alternatively visitors can complete the registration form and return it by mail with your credit card information or cheque payment to the National Office. Please remember to keep a copy of the registration form for your records.

Visitors are responsible for paying their own travel expenses including service fees, meals and accommodations. Visitors are welcome to use the convention booking service with Continental Travel Group.

DISPLAYS

Please support our displayers by taking time during the assembly to visit the displays located on the level 3 foyer directly outside of the plenary hall. A complete listing of the displayers and their booth location will be provided in the Display & Sponsor Directory Guide found in your delegate bag which you will receive upon registration.

SPONSORS

We wish to extend a very warm “thank you” to our assembly sponsors whose gracious support and contribution to the 2013 Joint Assembly events is a blessing. These sponsors are acknowledged below and also in the Display & Sponsor Directory Guide provided in your delegate bag upon registration.

Visionary Sponsor	Ecclesiastical Insurance
Advocate Sponsor - Banquet	FaithLife Financial
Supporter Sponsors	Canadian Lutheran World Relief Cassels Brock Lawyers Ernst & Young Huron University College TD Waterhouse Private Investment Counsel Thomas Gold Pettingill Lawyers UNIGLOBE Enterprise Travel Ltd.
Conference Assistance Grant	Ottawa Tourism

SPECIAL EVENTS

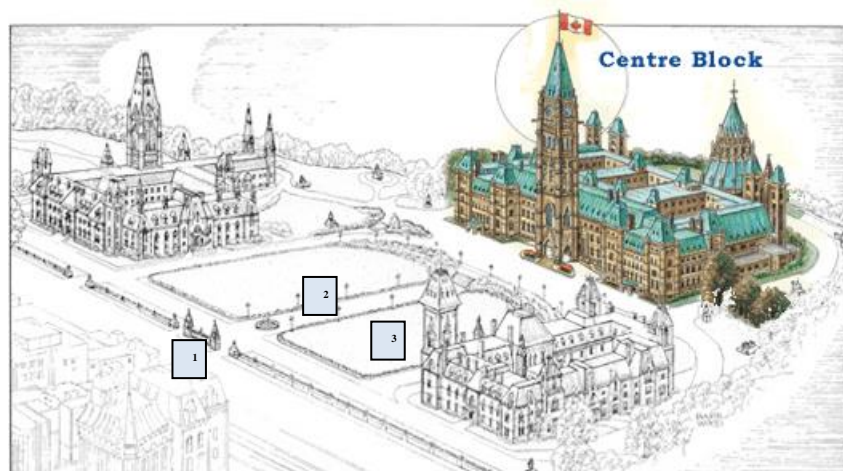
Event on Parliament Hill

On Saturday morning July 6, the Joint Assembly will gather on Parliament Hill as a visible sign of our call to be “*Together for the love of the world*”. Gathered in our nation’s capital, we will lift up our country in prayer, and offer public witness to God’s desire for peace, justice and

renewal for all. We will simultaneously be gathered in small, intimate circles and as one large assembly of God’s people.

Local Ottawa area youth will be group leaders, guides and primary voices for this experience. The theme of God’s life-giving gift of water will flow through this gathering as we ask ourselves: What does it mean to be a public witness? What does it mean to be “Together for the love of the world”? Come, let us pray together: “Lord, show us the way.”

Parliament Hill is located at 1 Wellington Street in downtown Ottawa. Delegates and guests are asked to make their own way to front gate of Parliament Hill. Please arrive at the front gate between 8:30 a.m. and 8:50 a.m. and you will be directed to our gathering place. The program will start at 9:00 a.m. Transportation to and from the convention centre will be available for those who indicated their mobility concerns on their registration form. The Changing of the Guard Ceremony takes place at 10:00 a.m. and admission is free. Plan to be back at the OCC for lunch at noon.



Legend

1. Front Gate is the main entrance to Parliament Hill located on Wellington Street, just west of Metcalfe Street. Standing at the main gate and facing directly north, you will see the Centennial Flame in the foreground and the Peace Tower in the background.
2. The Joint Assembly event will take place on the main walkway between the Centennial Flame and the steps leading up to the Centre Block.
3. The Changing of the Guard Ceremony takes place on the lawn of Parliament Hill.

Joint Assembly Banquet

The Joint Assembly banquet will be served in the OCC Trillium Ballroom which has floor to ceiling windows overlooking the beautiful Rideau Canal and Parliament Hill. The MC for the evening is CBC Radio personality Rob Clipperton. The evening will feature fine musicians, a delicious meal, and lots of good conversation. Attendees will be treated to the talents of a local string quartet, enjoy a splash of Ottawa Valley music, and you won’t want to miss the surprise finale! Come to dine, come for the conversation, but don’t expect any long-winded speeches. This will be a compelling evening not to be missed!

The Joint Assembly banquet will take place on Saturday, July 6 beginning at 6:00 p.m. with the reception on the level 2 foyer of the OCC. The reception will be cash bar and live background jazz music will accompany the conversation. A local bagpiper will ensure that attendees move from level 2 to 4 in time for dinner. Tickets are required for the banquet.

Dinner will follow in the Trillium Ballroom on level 4 of the OCC starting at 7:00 p.m. The banquet program will begin at about 9:00 p.m. and entertainment will be provided by Ottawa Valley singer Gail Gavan and musicians. The banquet is scheduled to close at 10:00 p.m.

WORSHIP

Opening & Closing Worship

Opening worship will take place during the first joint session, at 1:30 p.m. on Wednesday, July 3 and the closing worship will take place on Sunday, July 7 from 10:30 a.m. to 12:00 noon in Canada Hall 2 & 3 on level 3 of the OCC. The presiders and preachers for the opening and closing eucharists are the Primate and National Bishop.



Worship at Joint Assembly captures the mandate from the Primate and National Bishop to honour the worship books of each church while focussing on being creative and including new and innovative ideas. “For the love of the world” and the exploration of our baptismal calling fulfills the assembly’s theme and guides our worship life.

The Opening Eucharist will draw us together as a “joint assembly” and with Canadian iconography establish us as church gathered in that place. Music, multimedia and movement will draw us together from all the corners of our nation, while we engage in the ancient rites of eucharist and baptism which we hold in common. The Opening Eucharist will take place in the plenary hall, where we will be seated at our table groups.

The Closing Eucharist celebrates our community in Christ, for “the love of the world.” Having come together, we now prepare to move out into the world. This liturgy also takes place in the plenary hall following the closing session. We work and worship together, and our worship will inform our work. The Closing Eucharist is open to all local congregations.

We ask delegates and attendees to refrain from the practice of intinction when receiving the bread and wine at the eucharist at Joint Assembly. If you do not wish to drink from the common cup, please know that receiving in one kind is considered to be complete communion.

Daily Worship

At the close of the morning session (or on Saturday, upon return from Parliament Hill), delegates are invited to move to the chapel space located on level 2 in room 201 for a 30 minute noon eucharist (and go to the lunch after noon worship). Daily eucharists will be in juxtaposition to the new and innovative opening and closing eucharists by the exclusive use of each church’s traditional worship books and classic forms, such as Taize.

At the close of the day (Wednesday through to Friday), Night Prayers offers 15 minutes of reflective prayer as delegates leave the convention centre. Night Prayers will be held in the level 2 foyer.

Morning devotions, with Bible study, will begin each day. The simple Morning Prayer and opportunity for table groups to discuss poignant questions will centre the day. Prayers will also begin the afternoon sessions. The Presiding Bishops of the American churches (ELCA and Episcopalian) will be leading one of the Morning devotions and Bible studies.

Music for Worship

The Worship Committee has appointed a music director who is coordinating music, musicians, and choir. If you are a musician who can make their skills available, please contact Timothy Piper at localarrangements@gmail.com.

As the late first century bishop St. Ireneus advises “Therefore in your concord and harmonious love, Jesus Christ is sung...Become a choir, that being harmonious in love, and taking up the song of God in unison, you may with one voice sing to the Father through Jesus Christ, so that He may both hear you, and perceive by your works that you are indeed the members of His Son.”

Assembly Prayer

Following is the Assembly Prayer, first in English then in French:

Faithful God,
You loved the world so much that you gave your only Son to be our Saviour.
We give you thanks for the communion we share in the gospel.

Together for the love of the world,
we gather from every corner of this land.

Bless and empower us through your Holy Spirit that with joy and steadfastness,
we may proclaim by word and deed,
the reign of your love and peace for all people.

As you, O God, are holy, make us holy,
Through the grace of your Son, our Lord Jesus Christ. Amen.

Dieu, toi qui es toujours fidèle,
Tu as tellement aimé le monde que tu as donné ton Fils unique pour le sauver.
Nous te remercions pour la communion que nous partageons dans l'Évangile.

Nous sommes réunis tous ensemble, de tous les coins de ce pays, afin que le monde
s'aime davantage.

Bénis-nous et rends-nous forts par ton Saint-Esprit,
afin qu’avec joie et fidélité,
nous proclamions tant par nos paroles que par nos actions,
ton règne d’amour et de paix pour tout ton peuple.

O Dieu, Toi qui es saint, rends-nous saints,
par ton Fils, Jésus Christ, notre Seigneur. Amen.

ASSEMBLY OFFERINGS

Assembly offerings will be accepted at the Wednesday afternoon opening worship service and at the Sunday morning closing worship service. The recipients of the 2013 offerings will be Canadian Lutheran World Relief and the Primate’s World Relief and Development Fund. Offering envelopes will be provided to you with your registration package. Please bring your offering envelopes to the worship services. If you are unable to attend the services, please leave your envelopes at the information desk.

TRAVEL REMINDER



Continental Travel or the airlines will contact you in the event of any unexpected travel schedule changes. However, it is primarily your responsibility as a traveller to check with the airlines for possible travel updates. Please verify your flight departure time within two weeks before travelling, and at least 72 hours prior to your departure date. After June 1, any changes to your travel plans to Ottawa are to be forwarded to the Joint Local Arrangements Committee at localarrangements@gmail.com.

OTTAWA LOCAL TRANSPORTATION

Arrival and departure local transportation in Ottawa is being coordinated by the Joint Local Arrangements Committee. The local transportation schedule will be posted to the Joint Assembly website two weeks prior to the start of the assembly during the week of June 17.

Arrivals

For most delegates and partners....Transportation from the Ottawa Macdonald-Cartier International Airport, the Ottawa Train Station or the Ottawa Bus Terminal will be provided on Tuesday, July 2 and Wednesday, July 3, for those who indicated on their registration form that pick up is required.

Transportation will be provided to the six assembly hotels and the two assembly university residences only. Delegates staying at alternate locations will be responsible for their own local transportation. Those arriving prior to July 2 or departing after July 7 are on their own for arrangements and expense.

As you arrive at the airport, station or terminal, you will be met by Joint Local Arrangements Committee volunteers. Hand held signs will identify those volunteers. For those arriving at the airport, you will find a volunteer in the arrivals area near the baggage carousels.

If your flight/train/bus is delayed, please note that the volunteers will be monitoring arrival times and will be expecting you.

If you are driving from out of town (either from east or west), exit Highway 417 at Nicholas Street. Follow Nicholas Street north for 3.5 km, then turn left onto Daly Avenue. The Ottawa Convention Centre is located at the corner of Daly and Colonel By Drive.

Departures

Transportation will be provided from the Ottawa Convention Centre, and Joint Assembly hotels/residences, to the airport, train station and bus terminal following the Closing Eucharist until 5:00 p.m. on Sunday, July 7. Delegates departing outside this time frame will be responsible for their own local transportation arrangements.

Please drop by the Information Desk before 9:00 p.m. on Friday, July 5 to register your departure point and confirm your flight/train/bus departure time. If you check out of your hotel before coming to the Convention Centre on the Sunday morning, we will help store your luggage in a secure area at the OCC.

Change in Travel Plans

If your travel plans to or from Ottawa change after June 1, please email the Joint Local Arrangements Committee at localarrangements@gmail.com.

Last Minute Travel Changes - Help! I need to contact someone!

If your plane/train/bus is rescheduled at the last minute; if you are driving and get lost; if you have other questions related to transportation, please call 613-858-3733 (613-858-FRED). This number will reach Fred Michel (chair of the Transportation Committee), who will be able to assist you.

ASSEMBLY LOCAL TRANSPORTATION

The bulk of Joint Assembly activities will take place at the Ottawa Convention Centre. The centre is within walking distance of most hotels, Parliament Hill and numerous landmarks and attractions. The centre is directly linked to the Westin Ottawa Hotel and the 180-store Rideau Centre shopping complex.

No local transportation will be provided on a daily basis to and from the Ottawa Convention Centre and hotels or universities. For those delegates with mobility concerns only a limited schedule to and from the assembly hotels will be provided. There will be no daily service to universities. Those delegates with mobility concerns should indicate suchg on the registration form.

PARKING

Parking costs are **not** covered or reimbursed by the convention. Parking costs vary at each hotel and range from \$14 to \$20 per day. Two parking garages located near the Ottawa Convention Centre are as follows:

\$20.00 per day*	Ottawa Convention Centre parking (a 2-storey underground facility providing 737 spaces; two entrances - on Daly Avenue and on Nicholas Street South)
\$20.00 per day*	Rideau Centre parking which is directly behind OCC (entrances are on Nicholas Street, on Daly Avenue, and on Colonel By Drive)

*Parking at both places is managed by Citipark. Rates are subject to change. Call Citipark at 613-234-6526 or for more details go to:

<http://www.rideaucentre.com/en/centreinfo/Pages/PARKINGGETTINGHERE.aspx>.

HOTELS

The assembly hotel rate cut-off date is May 18, 2013. If you book your hotel room after May 18, the assembly rate will not be available. The convention registration fee does not include accommodation for registered delegates or visitors. All delegates and visitors are responsible for the booking and payment of their own hotels and accommodations. Accommodation costs will **not** be reimbursed by the national church; they are the responsibility of the local congregation.

The five main assembly hotels and two university accommodations are in close proximity to the Ottawa Convention Centre. The assembly accommodations available are:

Blocks of rooms for the Assembly are set aside and offer a special Assembly rate. When booking at any of these locations, please mention that you are with the 2013 Joint Assembly (Lutheran/Anglican).

The Assembly hotel rate is only available until May 18.

Please make your booking *before* this date to receive the assembly rate.

- Novotel Ottawa - 33 Nicholas Street
- Les Suites Hotel Ottawa - 130 Besserer Street
- Courtyard by Marriott Ottawa Downtown - 350 Dalhousie Street
- Extended Stay Deluxe Hotel - 141 Cooper Street
- Quality Hotel Downtown - 290 Rideau Street
- University of Ottawa - 90 University & Marchand /Stanton
- Saint Paul University – 201 Main Street

For complete information on accommodations, please see our registration package located under the “For Delegates” link for “ELCIC Delegate Information” on the 2013 Joint Assembly website at www.jointassembly.ca.

EVALUATION FORM

An Evaluation Form will be posted online on Saturday, July 6th at www.jointassembly.ca. A copy of the Evaluation Form will also be available at the Information Desk. Your feedback is important to us.

VOLUNTEERS

An event encompassing the scope of our 2013 Joint Assembly would not be possible without the enthusiasm and commitment of the Joint Local Arrangements Committee, the Joint Worship Planning Committee, and the assistance of a large number of dedicated volunteers. On behalf of the National Churches, we wish to express our heartfelt appreciation to everyone who contributed their time towards making the Joint Assembly and the Fourteenth Biennial Convention a success. We couldn't have done it without you!



We would like to acknowledge the members of the Joint Local Arrangements Committee and the Joint Worship Planning Committee.

Joint Local Arrangements Committee

Carol Christensen	Lutheran Co-Chair
Jamie Tomlinson	Anglican Co-Chair
Mary Frances Bell	Registration - Lutheran
Beth Bretzlaff	Banquet
Richard Durrett	Head Usher
Carol Fairbrother	Volunteer Coordinator
Michael Herbert	Treasurer
Fred Michel	Transportation
Earl Roberts	Registration - Anglican
Steve Thornton	Head Steward
Debbie Trickey	Information Desk

Joint Worship Planning Committee

Catherine Ascah	Anglican Co-Chair
Eric Dyck	Lutheran Co-Chair
Mark Ehlebracht	Lutheran Member
Kevin Flynn	Anglican Member
Martha Tatarnic	Anglican Member
Robb Wilson	Lutheran Member
John Harrison	Sacristan
Nicholas Pang	Daily Eucharist Coordinator
Bonnie Weppler	Local Implementation Coordinator
Carolyn Seabrook	Local Implementation Coordinator

CODE OF CONDUCT

All participants (including delegates, visitors, staff, volunteers, committee members, displayers and sponsors) of the 2013 Joint Assembly are to observe and acknowledge the code of conduct concerning sexual misconduct at all assembly sessions and events. This policy is part of the Anglican and Lutheran Churches' commitment to ensure a safe environment is provided for all. It is a condition of attendance at the Joint Assembly that all participants indicate their adherence to this policy when registering.

PRIVACY PERMISSION

The information on the registration form is collected for the use of the National Office and will be retained indefinitely. Personal information is not shared with third parties without consent. Please note that accredited photographers and the media may be in attendance at the 2013 Joint Assembly. By the nature of your attendance at the assembly you have indicated your consent to the ELCIC and the ACC to photograph and record image or voice on photographic, video, and audio media, and to use this material in whole or in part for the promotion of the ELCIC or the ACC and its assigns by any means deemed reasonable. All rights, including copyright, remain the property of the ELCIC or the ACC.

MEDIA

The 2013 Joint Assembly will be a historic gathering of the national governing bodies of the ELCIC and ACC. Gathering together under the theme *Together for the Love of the World*, this event will be the most public display yet of our full-communion partnership.

The historic nature of this gathering, as well as some of the items we will discuss, on our own and together, are potentially of interest to secular and faith news media.

In case you find yourself interacting in some way with news journalists at Joint Assembly, the following are a few things to consider.

Communications staff members are here to assist you.

- Both the ELCIC and ACC have communications staff at the Joint Assembly whose primary responsibility is to assist media personnel. If media personnel approach you, please feel free to direct them to these individuals. For the ELCIC, they should be in touch with Trina Gallop, Director of Communications and Stewardship.

If you are asked for an interview by a journalist:

- You are not obligated to participate. You can politely decline the request and direct the reporter to ELCIC Communications staff or the media room (on the second floor of the convention centre). Communications staff members are available to follow up on media requests for interviews and assist in finding suitable interview sources.
- Media personnel should identify themselves (their name, what media outlet they represent) at the beginning of the conversation. Just like everyone else at convention, media personnel will be required to wear an appropriate lanyard at all times.

- When speaking to a reporter, it is important to state that you are speaking as an individual. Spokespeople for the church are available for comment through the ELCIC Communications Director.
- If you don't know the answer to a reporter's question, it is okay to indicate that.
- If you aren't comfortable with how an interview is going, it is okay to end it.
- Nothing is ever "off the record". Anything you say to a reporter can be used in their write-up.
- If you would like to get tips for participating in an interview, please feel free to contact the ELCIC Communications Director anytime during the Joint Assembly. We are here to help!

Please visit us online at www.jointassembly.ca for ongoing updated Joint Assembly information.

PROGRAM-AT-A-GLANCE

2013 JOINT ASSEMBLY
 ELCIC NATIONAL CONVENTION & ACC GENERAL SYNOD
 OTTAWA, ONTARIO
 PROGRAM AT A GLANCE

Updated: May 6, 2013

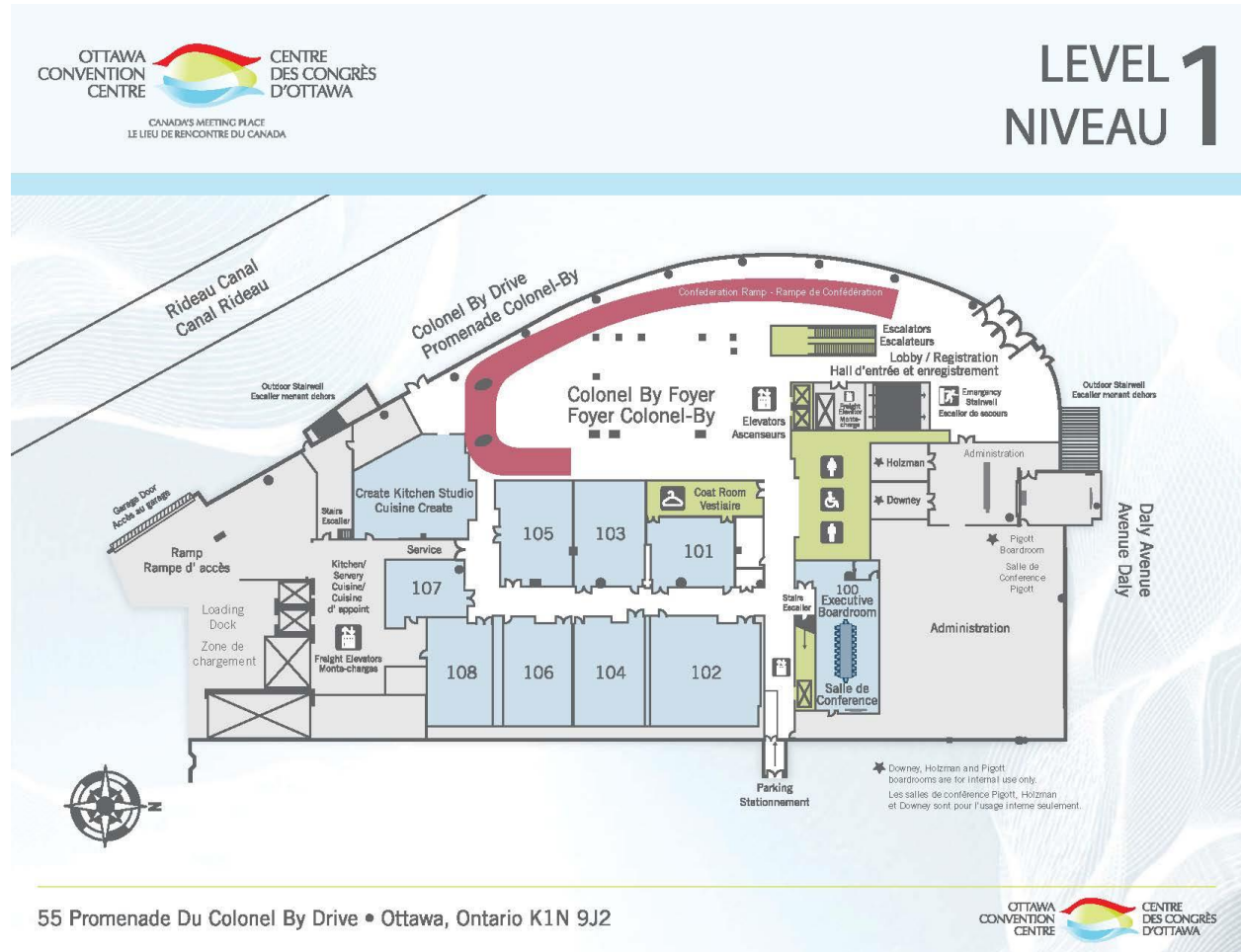
Date Time	Tuesday July 2	Date Time	Wednesday July 3	Date Time	Thursday July 4	Date Time	Friday July 5	Date Time	Saturday July 6	Date Time	Sunday July 7							
6:30	Set Up Day Delegates Travel to Ottawa and Transportation Pickups Committee or Other Meetings as required	6:30	Delegates Travel to Ottawa & Transportation Pickups Continue	6:30	Breakfast - on your own	6:30	Breakfast - on your own	6:30	Breakfast - on your own	6:30	Breakfast - on your own							
		8:30	Committee or Other Meetings as required	8:30	Meet Together	8:30	Meet Together	8:30	Meet Together - Parliament Hill	9:00	Closing Session							
		10:00	Orientation Session	Registration & Information Desk Open	12:00	Lunch	Registration & Information Desk Open	12:00	Lunch	12:00	1:00	Closing Worship & Eucharist						
		11:00	Orientation Session			12:00			Lunch Daily Eucharist				12:00	Lunch Daily Eucharist	12:00	Lunch Daily Eucharist ELCIC School Mtgs.		
		12:00	Lunch	Registration & Information Desk Open	1:30	Meet Separately	Registration & Information Desk Open	1:30	Meet Separately	1:30	Meet Separately	Registration (till 2:00 pm) & Information Desk Open						
		1:30	Opening Worship & Eucharist										1:30	Meet Separately	1:30	Meet Separately	1:30	Meet Separately
		5:30	Dinner										5:30	Dinner	5:30	Dinner	5:30	
		7:00	Meet Together - Keynote Address	7:00	Meet Separately	7:00	Meet Separately	7:00	Banquet									
3:00		Registration & Information Desk Open	9:00	Night Prayer	9:00	Night Prayer	9:00	Night Prayer	9:00	Night Prayer	Delegates Travel Home and Transportation Pickups							
			9:30	Adjournment	9:30	Adjournment	9:30	Adjournment	10:00	Adjournment								
9:00																		

- Session & Event Locations**
- Joint Sessions - Canada Hall 2 & 3
 - ELCIC Sessions - Canada Hall 2
 - ACC Sessions - Canada Hall 3
 - Meals - Canada Hall 1
 - Registration & Info Desks - Level 2 or 3 Foyers
 - Orientation Sessions - Room 201
 - Chapel Prayer - Room 201
 - Daily Eucharist - Room 201
 - Displays - Level 3 Foyer
 - Coffee - Level 3 Foyer
 - Night Prayer - Level 2 Foyer
 - Banquet Reception - Level 2 Foyer
 - Banquet - Trillium Ballroom Level 4

MAP OF DOWNTOWN OTTAWA



OCC FLOOR PLAN – LEVEL 1



55 Promenade Du Colonel By Drive • Ottawa, Ontario K1N 9J2

Locations

- 101 – ELCIC Reference and Counsel
- 103, 104, 105, 106 – ACC Provincial Caucus
- 107 – ACC Nominations Committee

OCC FLOOR PLAN – LEVEL 2



Locations

Foyer – Rideau Canal Atrium

- Registration Desk & Information Desk (Tuesday & Wednesday)
- Night Prayer
- Saturday Reception

201 – Prayer Chapel, Daily Eucharist & Wednesday Orientation Sessions

202 – Communications & Media

203 – ACIP Lounge

209 – Assembly Office

210 – ELCIC Committees

211 – Youth

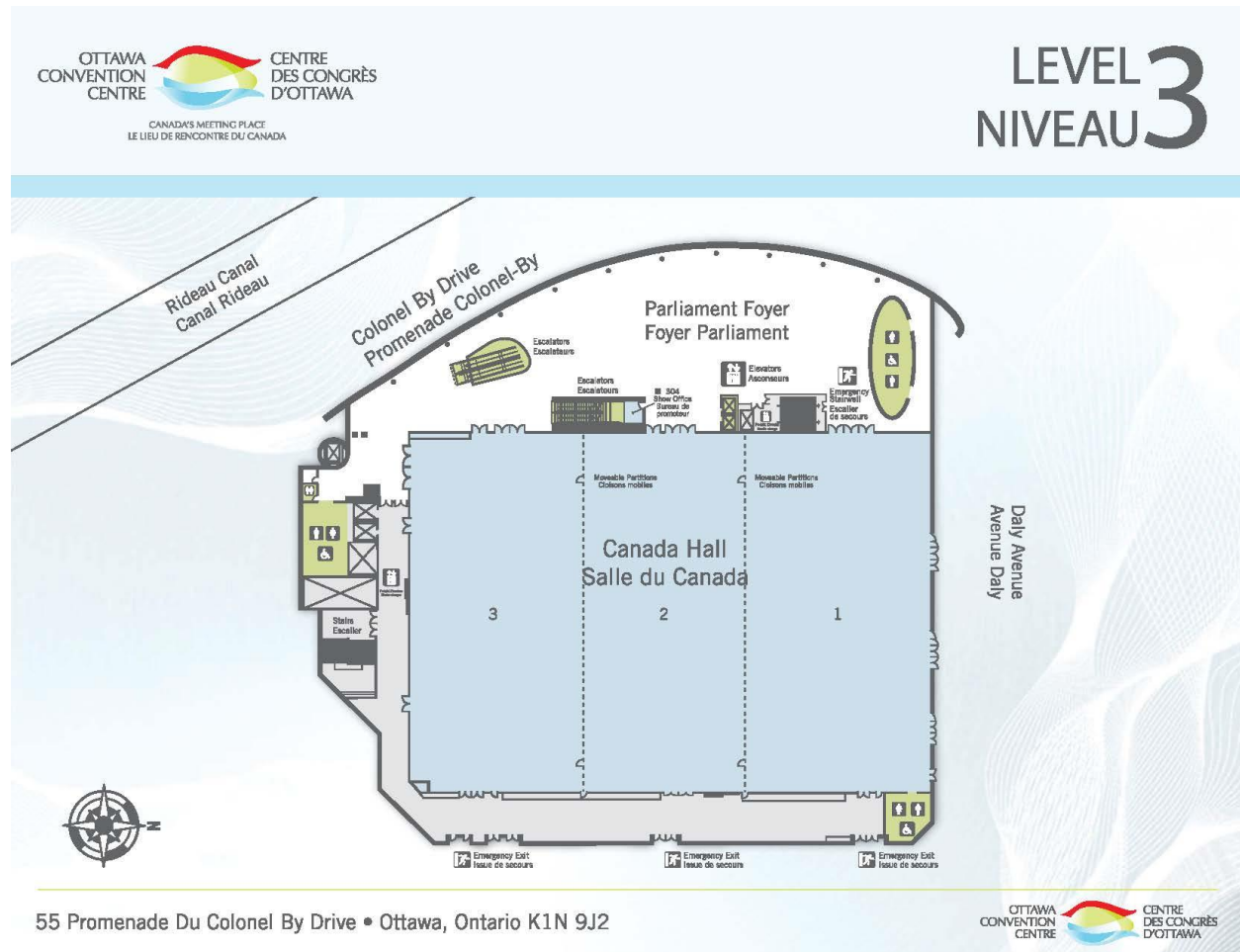
212 – ACC Committees

Green Room – Joint Worship Committee

2B – Volunteer Lounge

2C – Anglican Video Storage

OCC FLOOR PLAN – LEVEL 3



Locations

Foyer – Parliament Foyer

- Displays
- Coffee
- Registration Desk (Thursday to Saturday)
- Information Desk (Thursday to Sunday)

Canada Hall 1 – Dining Hall

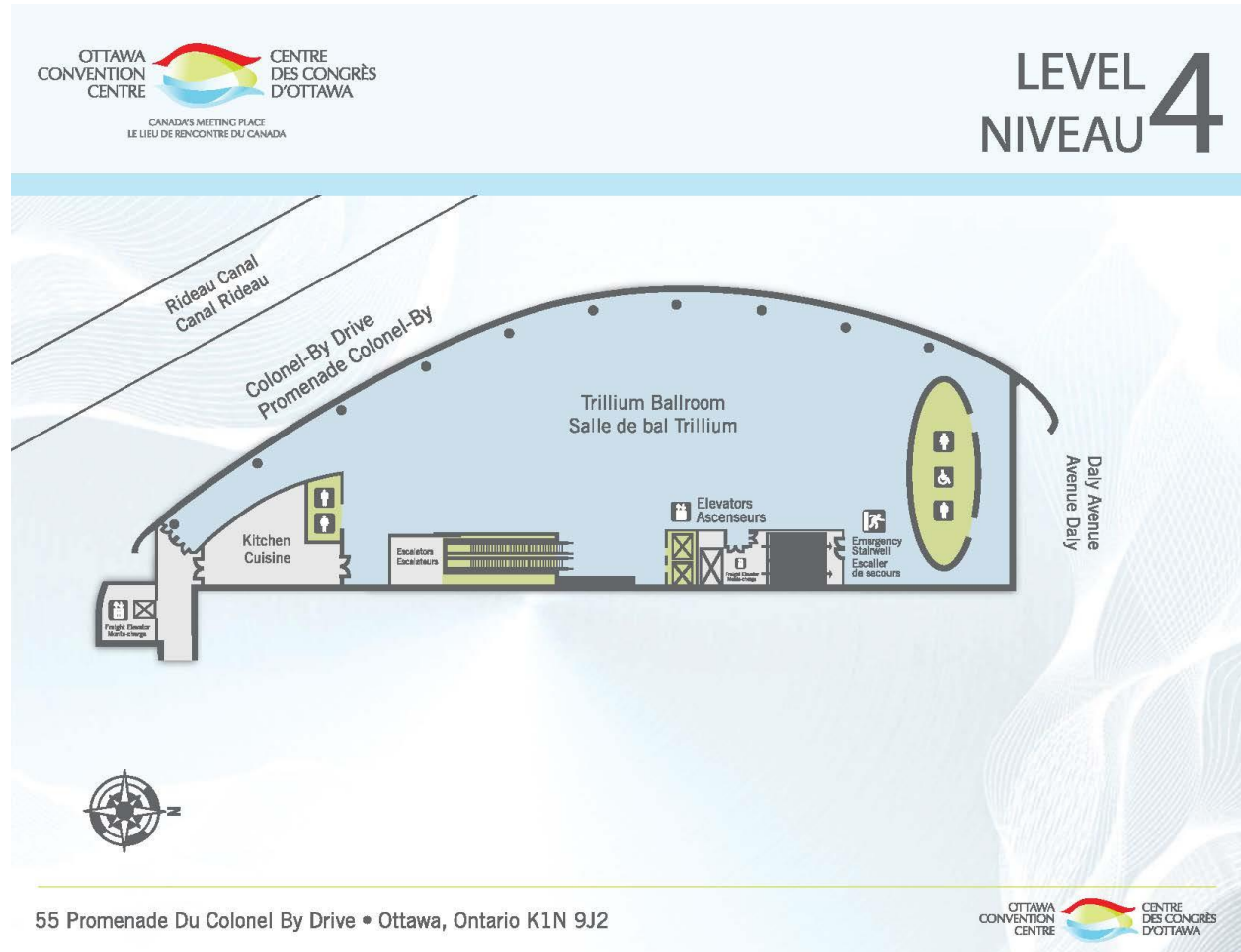
Canada Hall 2 & 3 – Joint Sessions

Canada Hall 2 – ELCIC National Convention Sessions

Canada Hall 3 – ACC General Synod Sessions

304 – ACC Pensions

OCC FLOOR PLAN – LEVEL 4



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Locations

Trillium Ballroom – Saturday Banquet