



**IUE-CWA Administrative Option
for Flat Rate Dues Structure
Application/Instructions Form (Due in 12/2018)**

Please indicate:

Local Number _____
 PU Number _____
 PU/Company Name _____
 Effective Year 2019

Please calculate and indicate:

Average Wage Rate from October payroll \$ _____
 October hourly rate listing must be attached (excel format)

Minimum Monthly Dues Rate for 2018 \$ _____
 October average hourly rate X 2.25

Proposed Monthly Dues Rate \$ _____
 *Weekly rate (Proposed Monthly Rate x 12 / 52) \$ _____
 Includes additional dues over minimum
 Additional amounts must have Local approval

- Important! Wage reports must be received with each monthly Dues Report/file/Payment. Failure to comply may negate approval for future applications.
- This option applies to Local Collection (bottom-up) as well as Direct Pay from company (top-down) processing.
- Application must be received by CWA Secretary-Treasurer by **December 19, 2018**.
- October hourly rate listing must be provided in an **electronic format** (excel) sent to Kim Short at kshort@cwa-union.org.
- Upon returned approval by CWA Secretary-Treasurer, Local is responsible for advising company of the flat dues rate for members.
- Application for this dues option must be made annually for each processing unit/company.

Submitted, the _____ day of _____, _____

 Local President

 Local Financial Officer

Approved, the _____ day of _____, _____

_____, IUE-CWA Office.

Approved, the _____ day of _____, _____

_____, CWA Secretary-Treasurer's Office.