

SIGN-IN/RE-SIGN PROCEDURE

IBEW LOCAL 145

EFFECTIVE SEPTEMBER 1ST, 2012

To Sign or Re-sign the Out Of Work List *In Person*:

- 1) Initial Sign In Must Be In Person!
- 2) Sign In hours are Monday through Friday 7:30 AM to 4:30 PM.
- 3) The thirteenth (13th) month of your original sign-in must re-sign *In Person*

To Re-sign the Out of Work List:

ALL RE-SIGNS ARE DUE BETWEEN THE 10TH & THE 16TH OF EACH MONTH!

A maximum of twelve (12) re-signs by *Fax, Certified Mail or Email* are allowed. Every thirteenth (13th) re-sign must be *In Person*.

The following is a list of IBEW LU #145 Re-sign options:

- 1) Fax original Re-sign Slip to: IBEW LU #145 at 1-309-736-1399
- 2) Mail a copy of your Re-sign Slip to: IBEW LU #145
(via Certified Mail) 1700 52nd Ave Suite A
Moline IL 61265-6378
- 3) Email your Re-sign Slip information to: resign@ibewlocal145.com
 - a. Include: Full Name, LU #, Original Sign Date and your Card # in your correspondence
 - b. You will receive a reply via email that your re-sign has been accepted
- 4) In Person Re-sign at the union hall: Monday through Friday from 7:30AM to 4:30 PM

If an Applicant fails to Re-sign the long call book of their classification
between the 10th and the 16th of the month
they will be removed from all books they signed!

Short Call Procedure

If you accept a Short Call while on the LU #145 Books, you must notify this office. If your Re-sign date falls while you are on a Short Call, it is still your responsibility to keep your Re-sign current.

Name (please print)

LU #

Original Sign Date

Card #

Circle the Month You Are Re-signing:

January

April

July

October

February

May

August

November

March

June

September

December