



# MEMBERSHIP RECORD CHANGES

Submitted by: *(Fill in pls)* \_\_\_\_\_

Date: \_\_\_\_\_

LEC Position: \_\_\_\_\_

Phone: ( ) \_\_\_\_\_

E-mail: \_\_\_\_\_

LSR (Staff Rep): \_\_\_\_\_ Reg. Office: \_\_\_\_\_

..... NOTE: MAKE CHANGES based on most updated quarterly local listings only. ....

Please make the following changes for: Mr.  Mrs.  Ms.  Miss  Dr.  Prof.

NAME: \_\_\_\_\_

Change to: \_\_\_\_\_

Employee ID / UNION No. \_\_\_\_\_ LOCAL: \_\_\_\_\_ NEW LOCAL: \_\_\_\_\_

NEW ADDRESS: \_\_\_\_\_ APT: \_\_\_\_\_

CITY/TOWN: \_\_\_\_\_ POSTAL CODE: \_\_\_\_\_

NEW HOME PHONE: ( ) \_\_\_\_\_ CELL PHONE: ( ) \_\_\_\_\_

HOME E-MAIL OR SECURE E-MAIL ADDRESS : \_\_\_\_\_

NEW BUSINESS PHONE: ( ) \_\_\_\_\_ EXT. \_\_\_\_\_

NEW WORK LOCATION: \_\_\_\_\_

TERMINATED – EFFECTIVE DATE: \_\_\_\_\_

- REASON:
- Termination/Permanent Layoff
  - Quit/Resigned
  - Excluded (Permanent Management Transfer)
  - Retired
  - Deceased
  - Other Please specify: \_\_\_\_\_

TEMPORARY LEAVE – EFFECTIVE DATE: \_\_\_\_\_

- REASON:
- Temporary Layoff/Seasonal
  - WSIB/LTIP
  - Maternity/Parental Leave
  - Other – Please specify: \_\_\_\_\_

Additional Information: \_\_\_\_\_

Date of Reinstatement if on Temporary Layoff/Seasonal: \_\_\_\_\_