**  
New Member Sign Up Cards – Copies for IUE Headquarters  
  
1**. Please send copies of all new member sign up cards to IUE Headquarters as soon as you get them. In addition, if you have any COPE/Political Action Fund sign up cards, send those as well.  
  
**2**. You must keep the original copy of your new member cards on file at your Local in a secure, fire-proof location.    
**3**. Provide a copy of the new member cards/COPE Sign Ups to your employer, so they begin taking deductions.

**4**. Please fill out and include this form with your copies when you send them to HQ.   
 **Local Number**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
  
**Name of person sending the copies of cards**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Contact phone number if we have questions about the cards**: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_  
**\_\_\_\_\_ Check here if you would like to request new member kits be sent to your local for new hire orientation.**

**If so, how many kits are you requesting?** \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Local Address if requesting new member kits**: (Address cannot be a PO Box to receive new member kits)

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 Street City State Zip  
  
 **5.** Send the copies of new member cards via one of the following:  
  
**Fax**: 937-298-2636, Attn: Kim Short

**Email**: Kshort@iue-cwa.org  
  
**Mail**:   
IUE-CWA Headquarters  
Attn: Kim Short  
2701 Dryden Road

Dayton, OH 45439

Questions? Call Kim Short at (937)298-9984.