

Preferred Payment Option 1: Direct Debit Request

For easy payment of your union fees, the direct debit request method will automatically deduct your fees from your nominated account on a fortnightly basis. All financial information will remain confidential between you and this organisation.

Request for payment of union fees by DDR

Insert your name in full:

I/We request CWU Communication Division P&T Branch Victoria (User ID No: 57978) to draw monies from my/our nominated financial institution by Direct Debit Request for payment of union contributions.

Financial institution's name:

Details of your Account to be debited (all Details must be supplied)

Address:

BSB:

Account No:

Account Name:

I/We acknowledge that this Direct Debit Arrangement is governed by the terms of the Direct Debit Service Agreement received by you.

Signature(s)

Date: / /

(If joint account, all signatories may be required)

I/We authorise the following:

1. The Debit User to verify my/our abovementioned account details with my/our financial institution.
2. The financial institution to release information allowing the Debit User to verify my/our abovementioned account details.

Signature(s)

Date: / /

(If joint account, all signatories may be required)

Payment Option 2: Regular Credit Card Payment

Note: Choosing the Regular Credit Card option authorises the CWU to deduct your union fees when the frequency occurs.

Please change my: Bankcard MasterCard Visa Card Expiry Date: /

Card No.

Signature:

Frequency: Please tick box: Monthly Quarterly Half Yearly Yearly

Payment Option 3: Direct Invoice

For payment of your union dues, an account will be forwarded to you. Payment can be made by cash, credit card, cheque or money order, by mail or in person at the Branch Office.

Please send an account to me by the following method:

Please tick box: Quarterly Half Yearly Yearly

A 10% discount applies to all yearly memberships.

100% Union

means better pay & conditions
and a safer workplace

Join the Union and get:

- collective bargaining to improve pay and conditions
- journey cover insurance
- information on your rights
- Emergency ambulance transport for you and your family
- representation on matters related to pay, compensation, rehabilitation, discipline, promotions and appeals
- assistance with harassment or discrimination problems
- regular news sent to your home
- discounted home loans and health services
- access to legal advice, including a first visit free on any matter and a free will service
- special deals on goods, computers, cars and holidays with Union Shopper.



Communication Workers' Union

PO Box 1052, North Melbourne VIC 3051
Tel: 9600 9100 Fax: 9600 9133
Email: cdp@cwu.asn.au



Improve your working conditions, wages and other benefits.
Join the CWU and help build a strong and fair workplace.

JOIN NOW!

Pay Plan Client Service Agreement

Our commitment to you:

drawing arrangements

When we receive your completed membership application, we will debit your nominated account, commencing next pay period. (Remember your union fees are tax deductible.)

When the due date falls on a non-business day, we will draw the amount on the next business day.

We will not change the amount or frequency of drawing arrangements without your prior notification.

We reserve the right to cancel the CWU Communications P&T Branch Victoria Pay Plan drawing arrangements if two or more drawings are returned unpaid from your nominated account, and to arrange with you an alternate payment method.

We will keep all information pertaining to your nominated account private and confidential.

Your rights

You may terminate or change the CWU Communications P&T Branch Victoria Pay Plan drawing arrangements at any time by giving written notice to us. Such notice should be received by us at least 5 business days prior to the due date.

Where you consider that a drawing has been initiated incorrectly (outside the CWU Communications P&T Branch Victoria Pay Plan arrangements), you should take the matter up directly with us.

It is your responsibility to ensure that the authorisation given to draw on the nominated account is identical to the account signing instruction held by the financial institution where the account is based.

Your commitment to us:

your responsibilities

It is your responsibility:

- to advise us if the account nominated by you to receive the CWU Communications P&T Branch Victoria Pay Plan drawings is transferred or closed.
- to ensure that sufficient funds are available in the nominated account to meet a drawing on its due date.
- to arrange with us a suitable alternate payment method if the CWU Communications P&T Branch Victoria Pay Plan drawing arrangements are cancelled either by you or the nominated financial institution.

Retain this section for your information.

The *Fair Work Act 2009* requires organisations to inform applicants for membership in writing of:

(1) the financial obligations arising from membership and (2) the circumstances, and the manner, in which a member may resign from the organisation.

The following is a summary of the rules in relation to the various financial obligations of membership and the method in which a member may affect a resignation, for the information of prospective members.

Financial Obligations: Members are required to pay all obligations, fines and levies established under the Rules of the Union by national conference or branch general meetings.

Membership subscriptions (Rule 34): Membership subscriptions can be paid by period payment of dues from a bank, credit union or similar institution, monthly, quarterly, six monthly or annually in advance. Quarterly subscriptions are payable before 1 April, 1 July, 1 October and 1 January each year. Six monthly subscriptions are payable before 1 April and 1 October each year. Annual subscriptions are payable before 1 April each year.

For members paying by periodic payments from a bank, credit union or similar institution, they are financial it, at the time of commencement of deduction from salary or periodic payments, they have paid all outstanding monies owing at the time of the commencement. For members paying monthly, quarterly, six monthly or annually in advance, they are financial if subscriptions are paid within 30 days of the due date. A person who joins the Union at a time other than the commencement of the financial year will pay subscriptions on a pro rata basis for the unexpired portion of the year.

Levies (Rule 7 & 88): National Divisional Conference and Branch general meetings of members may impose a levy on members to finance expenditure on a matter within the rules. Any levy imposed must be paid by members otherwise they will be in breach of the rules.

Suspension of Subscription (Rule 34): Members who are on leave without pay may, by decision of Branch Committee of Management have their membership dues suspended for a period of leave without pay. General meetings of members may decide to assist a financial member in distress and advise payment of a sum of money to the member and/or waive, for a specified period, the payment of contributions by the member. Members whose fees are waived in accordance with the above shall be entitled to the rights of financial members. Members must be financial (Rule 34). Any member becoming unfinancial may be deprived of all privileges of membership. Any monies due under the rules of the Union may be sued for by the National Secretary or Branch Secretary.

Resignations: A member may resign from membership by writing to the National Secretary or Branch Secretary. Resignations take effect:

1. Where the member ceased to be eligible for membership on the day the resignation is received by the Union, or on the day specified in the written resignation, which must not be a day earlier than the cessation of eligibility, whichever is the later or
2. In any case at the end of 2 weeks after the resignation is received by the Union or on the day specified in the resignation, whichever is the later.

Any dues owing in relation to a period before the date of resignation takes effect may be sued for and recovered in the name of the Union, in a court of competent jurisdiction, as a debt due to the Union.

How to join the CWU

- Step 1** Fill out your application for membership
- Step 2** Select a method of payment – our preferred option is the quick and easy Direct Debit Request (Option 1)
Other choices are Regular Credit Card Payment or Direct Invoice (see page 4)
- Step 3** Tear along the perforation and return the application to:
PO Box 1052, North Melbourne VIC 3051

APPLICATION FOR MEMBERSHIP

Protecting your privacy

This information is collected to enable the Union to contact you about matters relating to your membership, and to ensure that we have the necessary information to represent your employment and related interests. The Union may verify union membership status to organisations such as Union Shopper Inc.

I give permission for my personal details to be verified.

I, the undersigned, hereby make application to be admitted as a member of the Communication Workers' Union (CWU) and undertake to abide by the Rules and By-laws and any amendments thereof, made in accordance with the provisions of the *Fair Work Act 2009*, and registered thereunder.

I understand that my application remains in force until I revoke it in writing in accordance with the *Fair Work Act 2009*.

Employee no.: Title: Mr Ms Miss Mrs

Family Name: First Name (S):

Home address: State: Postcode:

Suburb: State: Postcode:

Home Ph: () Name of Employer:

Date of Birth: / /

Date of Employment: / /

Rostered Hours Per Week: More than 25 Hours 16 – 25 Hours Up to 15 Hours

Position Title: Work location:

Work address:

Suburb: State: Postcode:

Work Ph: () Fax: () Mobile:

E-mail:

Signature: Date: / /