

# **Enrollment Form**

To join NTEU, please complete this enrollment form and a Form 1187-Request for Payroll Deduction for Labor Union Dues. Submit both to NTEU via email to <u>Secretary@NTEUChapter224.org</u>.

## Instructions for Completing Form-1187

- Complete Boxes 1, 2, 4, and 5. Leave Box 3 empty.
- Either e-sign or wet-sign the "Section B-Authorization by Employee."
- In the Preferred Email section, add your SSA.gov email address.
- In the Alternate email section, add your personal email address.

### **Member Information**

The following information is necessary to enable NTEU to communicate with you off Agency systems when necessary. This information is not shared outside of NTEU Chapter 224.

Name:

SSA Office and Region:

Home Mailing Address:

Personal (non-SSA) Phone:

#### Additional Information

Recruiter Name:

#### Send your complete Enrollment Form and signed Form 1187 via email to: Secretary@NTEUChapter224.org

You may use an Agency system to complete these forms, **but only on non-duty time** (i.e., during personal time such as a meal period or breaks, or during non-work hours). Please do not combine these forms into a single document as each is processed separately. **These forms contain your PII**. <u>If you email</u> <u>these completed forms from your Agency email address to either your personal email address or to the chapter secretary</u>, **PLEASE ENCRYPT BEFORE SENDING**! Please do not submit these forms to an OHO Supervisor/Staffer because they cannot process them.

## **THANK YOU FOR JOINING NTEU CHAPTER 224!**

#### WE WELCOME YOU INTO ONE OF THE STRONGEST UNIONS IN THE FEDERAL GOVERNMENT.

Questions? Email us at Secretary@NTEUChapter224.org