



# REQUEST FOR PAYROLL DEDUCTIONS FOR LABOR ORGANIZATION DUES

Section 5525 of title 5 United States Code (Allotments and Assignments of Pay) permits Federal agencies to collect this information. This completed form is used to request that labor organization dues be deducted from your pay and to notify your labor organization of the deduction. Completing this form is voluntary, but it may not be processed if all requested information is not provided.

This record may be disclosed outside your agency to: 1) the Department of the Treasury to make proper financial adjustments; 2) a Congressional office if you make an inquiry to that office related to this record; 3) a court or an appropriate Government agency if the Government is party to a legal suit;

4) an appropriate law enforcement agency if we become aware of a legal violation; 5) an organization which is a designated collection agent of a particular labor organization; and 6) other Federal agencies for management, statistical and other official functions (without your personal identification).

Executive Order 9397 allows Federal agencies to use the social security number (SSN) as an individual identifier to avoid confusion caused by employees with the same or similar names. Supplying your SSN is voluntary, but failure to provide it, when it is used as the employee identification number, may mean that payroll deductions cannot be processed.

Your agency shall provide an additional statement if it uses the information furnished on this form for purposes other than those mentioned above.

**PLEASE PRINT IN BLOCK UPPERCASE LETTERING USING BLACK/BLUE INK.**

1. Last Name  First  M.I.

2. Home Address  Unit #

City  State  Zip code  3. Employee SSN  -  -  4. Date of Birth - MM/DD/YY  /  /

5. Home Phone Number  6. Personal Cell Phone Number (preferred)  7. Office Phone Number  Extension  X

8. Primary Personal Email (Not your government email address)   Opt Out Email

9. Name of Agency

I would like to receive text messages from AFGE.

I give permission for AFGE to invite me to robocalls and tele-town halls via my personal cell phone.

### Section A - Authorization by Employee

I hereby authorize the agency named above to deduct from my pay each pay period, or the first full pay period of each month, the amount certified below as the regular dues of the:

**American Federation of Government Employees** C     L

Council # (if applicable) Local #

and to remit such amount to that labor organization in accordance with its arrangements with my employing agency. I further authorize any change in the amount to be deducted which is certified by the below named labor organization as a uniform change in its dues structure.

I understand that this authorization, if for a biweekly deduction, will become effective the pay

period following its receipt in the payroll office of my employing agency. I further understand that Standard Form 1188, Cancellation of Payroll Deductions for Labor Organization Dues, is available from my employing agency, and that I may cancel this authorization by filing Standard Form 1188 or other written cancellation request with the payroll office of my employing agency.

Such cancellation will not be effective, however, until the first full pay period which begins on or after the next established cancellation date of the calendar year after the cancellation is received in the payroll office.

Contributions or gifts (including dues) to the labor organization shown at the left are not tax deductible as charitable contributions. However, they may be tax deductible under other provisions of the Internal Revenue Code.

Signature of Employee  Date Signed MM/DD/YY  /  /

Gender (Optional)  F  M  Other

FOR COMPLETION BY AGENCY ONLY - The above named employee and labor organization meet the requirements for dues withholding. (Mark the appropriate box. If "YES" send this form to payroll. If "NO" return this form to the labor organization.)  Yes  No

### Section B - For Use by Labor Organization

Name of Labor Organization (Indicate Local) **AMERICAN FEDERATION OF GOVERNMENT EMPLOYEES, AFL-CIO, LOCAL**  I. D. Code:

I hereby certify that the regular dues of this organization for the above named member are currently established at \$ \_\_\_\_\_ per biweekly pay period.

Signature and Title of Authorized Official  Date signed MM/DD/YY  /  /

### REBATE REQUEST FORM \*

Fax to  Membership Type  Full-time  Part-time

**New Member** I hereby certify that I have received a rebate from Local \_\_\_\_\_ in the amount of \_\_\_\_\_  
Name  Signature  Date

**Recruiter** I hereby certify that I have received recruiter bonus from Local \_\_\_\_\_ in the amount of \_\_\_\_\_  
Recruiter Name  Signature  Date   
Recruiter SSN  Local #

Current Address  City  State  Zip

Notes

\*IRS Form 1099 or W-2 will be issued based on current income tax laws by the payer.



# AFGE: The Union for Correctional Workers



## Welcome to AFGE's Council of Prison Locals

You and your co-workers risk your lives every day to keep our communities safe. You know what it's like to work in a dangerous environment. And you know that a dedicated partner who has your back can mean the difference between life and death.

AFGE's Council of Prison Locals is your partner on the job, at the negotiating table, and in the halls of Congress. Our members have been fighting for better pay, stronger protections on the job, and full staffing, among other issues that benefit all correctional workers. When you become a member of our union, you become a part of the movement for a safer workplace for yourself and all correctional workers. Join our union today and help us protect those who, like you, protect America.

## Protecting Those Who Protect America



# A WINNING VOICE FOR CORRECTIONAL WORKERS

**AFGE'S COUNCIL OF PRISON LOCALS IS WINNING IMPORTANT VICTORIES THAT IMPROVE THE EVERYDAY LIVES OF CORRECTIONAL WORKERS THROUGHOUT THE BUREAU OF PRISONS. READ MORE ABOUT SOME OF OUR RECENT GROUNDBREAKING WINS.**

## SECURING BETTER PAY & RETIREMENT:

Our union is the only organization fighting to raise correctional workers' pay and secure a dignified retirement for all our members. In the past, our lobbying efforts protected BOP employees who retire after 50 years of age with 20 years of service from unfair penalties on their retirement savings.

More recently, our union has fought for and won retention and hiring bonus pay at certain locations across the country of up to 25%.

## FULLY STAFFING OUR PRISONS:

Understaffing in our federal prisons is not just an administrative issue, it is a safety issue for our members. The fewer correctional workers we have inside a prison, the more dangerous the environment becomes. That's why AFGE's Council of Prison Locals has been the leading voice in favor of fully staffing our prisons. We've fought against hiring freezes, won retention and hiring bonuses, and for proper staffing levels that finally put an end to widespread augmentation.

## STRENGTHENING YOUR RIGHTS IN OUR CONTRACT:

As a member of our bargaining unit, your rights on the job are protected by your union contract. From performance ratings, to hours of work and leave, to working conditions and health and safety, to opportunities for upward mobility, we have you covered.

We are proud of the work our expert negotiators have done to strengthen your rights on the job through the negotiations process and to extend your contractual rights through 2026. You can always access a copy of your master agreement at [www.afge.org/CPLContract](http://www.afge.org/CPLContract).

## ENSURING OFFICER SAFETY:

Our union's members, elected leaders, and professional staff work together to tirelessly advocate for your safety at the worksite, at the agency level, and on Capitol Hill.

Our efforts have directly led to changes that keep you safe on the job. We are constantly working to expand essential safety equipment, and we've won victories such as requiring BOP to provide pepper spray at all federal prisons and all security levels, gun lockers to protect employees coming to and from work, the addition of a #2 officers in housing units at high security institutions, and a stronger protective vest policy.

**IMPORTANT:** This information should not be downloaded using government equipment, read during duty time or sent to others using government equipment, because it suggests action to be taken in support or against legislation. Do not use your government email address or government phone in contacting your Member of Congress.