## Local supplies and materials order form



## How to order for your local

Supplies and materials listed in this form are supplied to locals at no cost.

Forms must be signed by your local Chair, Secretary-Treasurer or Site Rep.

Items will be sent to the shipping address on your order form.

You can send this form one of two ways:

- Fill out this PDF, save, and email it
- Print the PDF, fill out by hand and fax

Email: mailroom@heu.org Fax to 604-739-1519

If you have any questions, please contact the Production Centre at the Provincial Office at mailroom@heu.org or call 1-800-663-5813 (toll-free).

## Local supplies and materials order form



QTY	ITEM		
	Accounting ledger		
	Application for membership card		
	Ballots – blank (100/bundle)   Change of membership data form		
	Classification job review request pad (9 forms/pad)		
	Constitution & Bylaws (2022)		
	Collective agreement: Facilities Subsector - FBA (2022-2025)		
	Collective agreement: Community Social Services - Community Living - CSSBA (2022 – 2025)		
	Collective agreement: Community Social Services - General Services - CSSBA (2022 – 2025)		
Contact Dan	Collective agreement: Community Health - CBA (2022 – 2025)		
Contact Rep	Collective agreement: Independent and Other		
	Death benefit fund card		
	Grievance pad with log (9 forms/pad)		
	Independent professional responsibility form   Lanyard – HEU		
	Local activities report form		
	Local attendance record form		
	Local minutes form		
	Local officer form		
	Look who's dropping in form		
	LPN professional responsibility form		
	Membership meeting notice – Local Meeting     Membership meeting notice – Special Meeting     New member kit – updated		
	Officers guide to resolving conflict		
	Pen – HEU		
	Quarterly report pad (13 forms/pad)		
	Retirement report form – Name of member(s):		
	Supervisor's handbook		
	Union fact sheet		
	Union meeting stickers (24/sheet)		
	Union pin – initiation of member		
	Workload journal		
	Workload incident report form		

FACILITY NAME	LOCAL	_DATE		
SHIPPING ADDRESS				
SIGNATURE OF LOCAL CHAIR, S-T or SITE REP				