

Description of Enclosed Forms

Mail forms to:

Stephanie, IA & MN CAP Sec.
UAW Sub-Region 4
1530 46th Ave., Suite F
Moline, IL 53546

Form 1 (White)

Financial Secretary – The local union financial secretary, upon receipt of the V-CAP Dollar Drive ticket books, should sign this form as a verification of receipt of the ticket books. The signed form should be returned to Stephanie at the UAW Sub-Region 4 office. *Keep a copy for your local union files.*

Form 2 (Green)

This form should be used by the local union to record all information as to the ticket books that are distributed and the monies that are collected. The financial secretary of the local union should forward the original to Stephanie at the Moline office. *Keep a copy of this form for local union file records.*

Form 3 (Pink)

For all monies collected, make checks payable to “UAW V-CAP”. Send these checks, along with the completed pink form, to Stephanie at the Moline subregional office. *Keep a copy for your local union files.*

FORM #4 (WHITE – ACTIVE V-CAP TICKET SALES DRIVE)

This form was implemented to comply with Federal Election Committee rules and regulations governing UAW V-CAP Ticket Drives for both active and retired members. The information requested on this form must be filled out completely for any active member who purchases \$25 or more tickets in a calendar month (active drive), and any retired member who purchases \$100 or more tickets in a calendar month. If an active or retired member purchases additional tickets on more than one occasion and reaches the \$25 active or \$100 retiree threshold, this information should also be added to this form. These completed forms must be sent in along with the pink form and the check that goes with it to Andrea. Retain a copy for your local union records. THIS IS A FEDERAL LAW AND MUST BE FOLLOWED.

This Requirement does not pertain to those members who enrolled in automatic V-CAP check-off deductions. It only applies to the purchasers of V-CAP Dollar Drive Tickets.

If you have any questions regarding this regulation, please contact the Kelli Harrison, IA & MN CAP Coordinator or Stephanie at (309) 764-3584.

FORM #5 (WHITE – FS Monthly Report)

This form should be used to document new check-off enrollments and changes to check-off levels.

Reminder: All tickets and stubs, both sold and unsold, and monies must be returned to the Moline UAW Sub-Region 4 office Monday, November 22, 2021.