

IBEW LOCAL UNION 429 RE-SIGN PROCEDURES

Revised July 5, 2011

NAME _____

ORIGINAL SIGN DATE _____

CARD NUMBER _____

- 1.) Registrants must re-sign by one of the following methods:
 - a.) In Person
 - b.) By Fax at **(615) 889-5150** (NO EXCEPTIONS!)
 - c.) By E-mail at resign@ibew429.org (NO EXCEPTIONS!)
 - d.) By Regular Mail
- 2.) All re-signs must include your name, card number, original sign date and indicate which book you are re-signing.
- 3.) All re-signs must be received no later than 12:00 p.m. (CST) on the **FIRST** Friday of each month. Registrants may sign in person, by e-mail or by fax Tuesday through Friday and by regular mail Monday through Friday. No **EARLY or LATE** re-signs will be accepted, no exceptions. Should the first Friday fall on a holiday, applicants will be allowed to re-sign the following business day. Registrants who miss their re-sign, send their re-sign to the wrong fax number or wrong e-mail address, will lose their original sign date, no exceptions. They will be removed from the "Available for Work List" and will be required to re-sign in person.
- 4.) Applicants on the "Available for Work List" (Books I-IV) will be responsible for calling the job line between the hours of 5 p.m. to 7 a.m. (CST) or check the website at www.ibew429.org and click on "dispatch" to see what jobs are available for the following work day. The job line numbers are as follows: **(615) 883-6638** or toll free at **(888) 414-0429**.

Applicants shall sign the Day Book in person between 8 and 9 a.m. (CST) the following work day; **or** call the Telephone Recorder System as outlined below:

Applicants may call the job line number(s) after 5 p.m., **dial 1** for Referrals and **dial 2** for Announcements, after listening to available jobs, you will hear a beep, at that time, **state your full name, original sign date, card number, job preference and a telephone number that you can be reached after 9:00 a.m.** If you can not be reached on the first call, at the telephone number you left, you will be passed and will receive a "turndown". All registrants on the "Available-for-Work List" will also receive a turndown until all calls are filled. Applicants accepting a job will have until 3:30 p.m. (CST) the same day to pick up the referral or will be removed from the book. Only the registered applicants that bid over the phone will receive a return call and be offered a job.

- 5.) Local 429 has a three turndown rule. This applies on all books. Registrants will be allowed two (2) turndowns without penalty and will be rolled off of the Book for the third turndown and must re-sign in person. Registrants will not be charged with a turndown for short calls or if on Military Leave or Jury Duty.