



# CUPE VANCOUVER ISLAND DISTRICT COUNCIL

*Serving communities from Vancouver Island through Powell River*

## PER CAPITA REMITTANCE FORM

LOCAL INFORMATION		
Name of Union:	CUPE Local:	Date:
Local Address:	Local Email Contact:	Local Phone:
Name of President:	Email for President:	Phone for President:
Name of Treasurer:	Email for Treasurer:	Phone for Treasure:

PER CAPITA INFORMATION						
Month / Year	Number of members		Dues received	Dues structure	x .014 %	Total per capita due
	full time	part time				
					x .014%	
					x .014%	
					x .014%	
					x .014%	
					x .014%	
					x .014%	
					x .014%	
					x .014%	
					x .014%	
					x .014%	
					x .014%	
<b>Total Remittance Due:</b>						

<p><b>Calculation of Dues</b>          (Dues received x 100) ÷ Dues Structure = Gross Payroll          Gross payroll x .014% = Per Capita Payment</p> <p><b>Example:</b>          Your local received \$10,200 in dues for the month; and          your union dues structure is 1.25%</p> <p>(\$10,200 x 100) ÷ 1.25 = \$816,000 (or Gross Payroll)          \$816,000 x .014% = \$114.24 (or Per Capita Payment)</p>	<p><b>Submission of Per Capita forms and Dues</b></p> <p><b>Cheque:</b> Payable to CUPE VIDC</p> <p><b>Mailing Address:</b>          C/O Amy Issel, Treasurer          CUPE VIDC          PO BOX 338          Sooke BC V9Z 1G1</p> <p><b>Electronic:</b> <a href="mailto:treasurerVIDC@gmail.com">treasurerVIDC@gmail.com</a></p>
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**TO BE COMPLETED BY VIDC TREASURER**		
Deposit Date: _____	Recorded: _____	Initials: _____