SHEET METAL LOCAL 409
INDUSTRY IMPROVEMENT, ADMINISTRATION & PROMOTION FUND

260 BROWNLOW AVENUE, UNIT 1
DARTMOUTH, NOVA SCOTIA B3B 1V9
PHONE: (902) 468-2283 FAX: (902) 468-3705
Website: www.nsclra.ca
HST REGISTRATION #R106970924

REPORT FOR THE MONTH: _____ YEAR: _____
PLEASE FILL IN COMPANY NAME, ADDRESS, TELEPHONE # & FAX #:

NAME OF EMPLOYEE	WEEK 1	WEEK 2	WEEK 3	WEEK 4	WEEK 5	TOTAL HOURS
TOTAL HOURS REPORTED FOR EACH HOUR WORKED:						

	TOTAL HOURS	RATE		DOLLARS
(A) I.I.F. (Industry Improvement Fund)		**$0.18**	**= (A)**	
(B) CALCULATE HST ON LINE (A) ONLY		**15%**	**= (B)**	
(C) Administration & Promotion Fund		**$0.36**	**= (C)**	
(D) Nova Scotia Construction Sector Council		**$0.06**	**= (D)**	
(E) Techsploration		**$0.04**	**= (E)**	
(F) TOTAL CONTRIBUTION (A + B + C + D + E)			**= (F)**	

Please submit a NIL report for any month you do not employ eligible employees.
Please retain one copy for your files and return one copy with your remittance to the address above.

**** Contributions are due on the 15th of each month. ****

FORM UPDATED: July 1, 2010 **RATE EFFECTIVE: JULY 1, 2010**
REASON: HST rate change from 13% to 15% **MAINLAND ONLY** **TOTAL RATE: $0.64**