## **I.B.E.W. LOCAL 625**

## INDUSTRY IMPROVEMENT & ELECTRICAL CONTRACTORS SECTION FUNDS

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:			

	TOTAL HOURS	<u>RATE</u>		<u>DOLLARS</u>
(A) I.I.F. & Contractors Section Fund		\$0.16	= (A)	
(B) CALCULATE HST ON LINE (A) ONLY		15%	= (B)	
(C) Nova Scotia Construction Sector Council		\$0.03	= (C)	
(D) Techsploration		\$0.02	= (C)	

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.

= (D)

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

FORM UPDATED: April 5, 2013 RATE EFFECTIVE: March 6, 2013
REASON: distribution corrected on form MAINLAND ONLY TOTAL RATE: \$0.21

(E) TOTAL CONTRIBUTION (A + B + C + D)

## **Note to Form User:**

The Fund form on the preceding worksheet is the most current form todate. This form is available on our website, www.nsclra.ca, in both Excel and Adobe formats. This Excel format can be used to quickly calculate fund remittances. It can also be used as a means of doublechecking the remittance due showing via your company's reporting method.

## Please type the following in the blanks provided:

- month & year for the period you are reporting
- company name, address, telephone & fax numbers
- each employee's name
- each employee's total hours for each week of the reported month

This form has been formatted to automatically calculate the remittance due.

The total hours for each employee will automatically calculate. A grand total of hours will calculate and be displayed in "Total Hours Reported" - the remittance due will be based on these total hours.

If you will be providing a separate printed report which shows the employee names and total hours, you do not need to duplicate that information on this form. However, we do request that you submit this form with your report. For employee name, simply fill in "See Attached" and enter the total hours being reported for all employees in one of the "Week" columns. The total contribution due should match your company's report, plus/minus \$0.01.

If you have any questions, please do not hesitate to call our office @ 902-468-2283.