



INTERNATIONAL LONGSHORE & WAREHOUSE UNION CANADA

395 - 3995 Kingsway, Vancouver, BC, V5R 5W2. Tel:(604) 254-8141 Fax:(604) 254-8183 E-Mail: officers@ilwu.ca

The BULLETIN PAYROLL & ADDRESS CHANGES

December 17, 2015

Greetings Brothers and Sisters,

To ensure your payroll and personal information are changed with the BCMEA and with ADP the following information will help you acquire the correct forms with instructions on where to send the changes.

You should also contact your union office's administration staff with your new address and whenever you change your phone number.

Address Change Forms are available at:

1. Call or go to the Vancouver Despatch office, 1430 Franklin Street, **604-251-6141**.
2. Downloaded from the Trustee website at www.longshoreplans.ca (password: longshore#1). Click on "Actives" then, "Union Members & Welfare Paying Casuals" then, "Documents & Forms" and finally, "Enrollment Forms". Once complete email it to tcrone@bcmea.com, or

Your address will then be updated with ADP and the Benefits office.

Longshore Employee Change Forms (ADP Banking Information) available at:

1. Call or go to the Vancouver Despatch office, 1430 Franklin Street, **604-251-6141** help will be provided, or
2. At mybcmea.com on the main page, you will need an account, if you don't have one call 1-866-462-2632, or
3. Go to ILWU.ca, "Resource Centre", "Pensions and Benefits", then click on the form picture to download. If all your information is correct, scan the form along with a void cheque and email them directly to ADP at, canada_bcmea@adp.com, or Fax the form and void cheque to 1-877-362-9678, or

If you have any further questions or have difficulty obtaining forms I can be reached at sec-treasurer@ilwu.ca or call the ILWU Canada office at 604-254-7131.

Bob Dhaliwal
Secretary Treasurer
ILWU Canada

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