

Please print

Member's Salary Time-Off for Union Business



The Alberta Union of Provincial Employees
 10025 - 182 ST NW, Edmonton, AB T5S 0P7
 780-930-3300 or 1-800-232-7284 Fax (780) 930-3392

AUPE office use only

Voucher # _____ Authorized: _____
 Date Rec'd _____ Add Checked: _____
 Date Entered _____ Approved: _____

Member Information

		Date of Birth	YYYY	MM	DD	Social Insurance Number	
Member #	Member surname, first name				Address		
Local	Chapter	City/Town	Postal Code		Phone - Work	Phone - Home	

Activity

Activity associated with claim	Location of activity
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Departure date: [] at [] am pm Return date: [] at [] am pm

Please Attach Copy of Pay Stub and Confirmation of Work Schedule

	Hours	Rate	Total	
Regular Wages	[]	[]	[]	
Shift Differential	[]	[]	[]	
Weekend Premium	[]	[]	[]	
Other _____	[]	[]	[]	
Other _____	[]	[]	[]	
Total Salary before Deductions \$			[]	

Local Expense

Headquarters Expense

Signature _____ Date _____

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CCRA Deductions

Member - Employee Portion

Union - Employer Portion

Code	Item	Amount	Code	HQ Expense	Code	Local Expense
	Income Tax	\$ []				
	CPP	\$ []	7259 -	\$ []		\$ []
	EI	\$ []	7260 -	\$ []		\$ []
	Dues	\$ []	5111 - 000			
3141	Total Deductions	\$ []	3141-000	\$ []	1133-000	\$ []
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3123	Net Salary Amount	\$ []				\$ []
	Total		7256 -	\$ []	1133-000	\$ []