To All PCS Members and Potential Members in the DWP on the Fylde

April 09

Dear Colleague

UNION MEMBERSHIP

Due to the continual movement of Staff between various sites and/or between rooms your details held by Membership records may require updating.

Members may wish to visit [www.pcs.org.uk](http://www.pcs.org.uk) (they will require their Membership No) or contact Membership records on 020 7801 2601 in order to confirm their current details.

Please check your Ballot Address details and that you are in the correct Branch (Code 047139) if details require amendment complete and return the tear off section of this form.

The Branch offices at Fylde continue to receive requests from potential members to join the union and to have their personal cases immediately taken up effectively backdating membership cover.

From 1st January 2004 we have followed Public and Commercial Services Union National policy and no longer back dating cover in any circumstances.

**Whatever the reason** is for non-members wanting advice/guidance or backdated representation, we believe that a reminder is needed as the phone calls, e-mails or arrivals in the office keep coming. On the reverse of this circular is a membership form. Remember:

**NO MEMBERSHIP = NO BACKDATED REPRESENTATION OR ADVICE CAN YOU AFFORD NOT TO JOIN?**

Most of our members pay their subs through their employer. Subscriptions are based on your gross annual salary. The precise calculation is gross annual salary x 0.6% divided by 12. This is a rough guide:

- If you earn £10,000 your monthly subs will be £5
- If you earn £12,000 your monthly subs will be £6
- If you earn £14,000 your monthly subs will be £7
- If you earn £18,000 your monthly subs will be £9
- If you earn £20,000 your monthly subs will be £10
- The maximum amount is only £11.90 a month

If you are employed in the private sector your subscriptions may need to be collected by another means. Many thanks for your co-operation and please remember to notify this office of any changes in your personal details

Yours sincerely

Mick Daniels (Membership Officer)
PCS Union membership application form

Please complete all questions in block capitals

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<thead>
<tr>
<th>Title</th>
<th>Mr</th>
<th>Mrs</th>
<th>Ms</th>
<th>Miss</th>
</tr>
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<tbody>
<tr>
<td>Forename(s)</td>
<td>Surname</td>
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<tr>
<td>Contact tel. no</td>
<td>E-mail</td>
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Employment details
Please remember to include name of building, room number etc. if applicable

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<thead>
<tr>
<th>Name of Employer</th>
<th>Grade</th>
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<tbody>
<tr>
<td>Work address</td>
<td>Postcode</td>
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Union subscriptions from your pay, declaration and data protection
I am applying for membership of PCS and I declare that I will observe the terms and rules of its constitution. I authorise my employer to deduct from my pay each week/month amounts that may be fixed by PCS from time to time in respect of trade union subscriptions. Please start deductions immediately and pay the amounts to PCS. I note this agreement may be cancelled by one months notice in writing to my employer.

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<tr>
<th>Signature</th>
<th>Date</th>
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DATA PROTECTION: The PCS holds personal data about all members. This data is used to process your membership, provide you with information, to enable us to carry out membership activities and to provide us with management and statistical information. If you do not wish to receive specific mailings from approved PCS providers carrying the PCS+ logo please tick here.

HQ Use only

Subs rate weekly/monthly

PLEASE DO NOT DETACH

This section of the application form covers information that PCS treats as confidential. It is only used for PCS purposes.

Membership Details and Ethnic Monitoring
This information is for statistical purposes. Please tick

- Full Time
- Part time
- Fixed term contract
- Casual contract

Which of these categories describes you:

- Asian: Bangladeshi
- Asian: Indian
- Asian: Pakistani
- Asian: Other
- Black African
- Black Caribbean
- Black Other
- Chinese
- Mixed Ethnic Background
- White

Do you consider yourself to be a disabled person? Yes

Home Address

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<tr>
<th>Postcode</th>
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Ballot Address (Your preferred address for ballot papers, diary, PCS View, etc.)

- Home
- Work

Death Benefit Nominee
Please provide details
PCS pays a death benefit of £1,100 to your nominee.

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<thead>
<tr>
<th>Title</th>
<th>Mr</th>
<th>Mrs</th>
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<th>Miss</th>
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<tr>
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<td>Address</td>
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Relationship of nominee to you

For Branch Use Only

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<thead>
<tr>
<th>Branch</th>
<th>Code</th>
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<tr>
<td>Workplace</td>
<td>Code</td>
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<tr>
<td>Employer</td>
<td>Code</td>
</tr>
<tr>
<td>Pay Source</td>
<td>Code</td>
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Please return this form to: PCS Fylde Central Benefits and Services Branch, Room 7233, Norcross.