**FEE REMITTANCE BACK-UP**

BC Teachers’ Federation

Member Records and Fees Department

100-550 West 6th Avenue

Vancouver, BC V5Z 4P2

Phone: (604) 871-2283

Email: *membership@bctf.ca*

(Please email monthly to ***membership@bctf.ca***)

F08-14/Rev June 2023

**School District No. \_\_\_\_\_\_ District Name \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ For the month of \_\_\_\_\_\_\_\_\_\_\_\_\_, 20 \_\_\_\_**

**PERSONNEL DELETED FROM PAYROLL**

(Reasons may include: Leave of absence: Unpaid, Maternity/Parenthood, Deferred salary, WCB, Compassionate care, Secondment–Conflict of interest; Contract ended, Resigned, Terminated, Retired, Deceased)

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| **Member Name** | **SD Employee #** | **Effective Date** | **End Date** | **Reason / Notes** |
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**PERSONNEL ADDED TO PAYROLL**

(Reasons may include: New member, return from Leave of absence, returned from retirement)

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| --- | --- | --- | --- | --- |
| **Member Name** | **SD Employee #** | **Effective Date** | **End date** | **Reason / Notes** |
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**NAME CHANGES**

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| --- | --- | --- |
| **New Name** | **Former Name** | **SD Employee #** |
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