

ENROLLING NEW MEMBERS USING A BLANK MEMBERSHIP AGREEMENT FORM

1. Fill in completely the form section which includes the **new member's name, address, social security number, phone number and e-mail address.** Name and address information is used for mailing labels for the "NSEA VOICE" and all other association mailings.

We would like to collect both school and home e-mail information if at all possible.

2. Fill in the form section which includes the new member's local association name, employer name and work location name. The work location name should be the school building where the member spends the majority of their time.
3. Fill in the form section which includes date of birth, ethnicity, political party, position, subject, etc.
4. Complete the membership category section by checking the box next to your membership type. Write the amount of your dues in the box to the right of the form.
5. Find the form section entitled 2015-2016 Member Enrollment Authorization and have the member sign and date the form. One of the copies can be given to the school district for their records. Some school districts may have their own payroll authorization forms.
6. EFT Locals must attach a voided check to the Membership Agreement Form if the member has selected the EFT pay method.

7.

<p>Reminder!! All of your membership materials - including your updated membership roster and Dues Transmittal Form are due to NSEA by September 15, 2015.</p>

****Call 800-742-0047 for HELP with this form****