August 30, 2019

Dear AMFA Member:

On August 22, 2019, the National Mediation Board (NMB) certified the Aircraft Mechanics Fraternal Association (AMFA) as the collective bargaining agent for the mechanic and related class and craft at Horizon Air. On behalf of the Officers and Representatives of the Aircraft Mechanics Fraternal Association, I would like to welcome you to the Association.

Attached are new member resources and forms we hope will answer some of your questions as new, or returning, AMFA Members. All AMFA-Horizon Air members have been assigned to Local 14 in Seattle, WA. Please visit www.amfa14.org for more information about your Local Officers and Representatives and Local Updates.

We encourage all of our members to register with the AMFA National Website (under “Member Resources”) and to download the new AMFA app to your smartphone or tablet. Doing so will ensure that you receive the most up-to-date news from the Association. In addition, you will have access to AMFA news, publications, negotiation updates, and links to National Officers, AMFA Locals, and government agencies.

In accordance with the AMFA Constitution, all members are obligated to pay dues; however, AMFA National Policy waives the new member $100.00 initiation fee described in the AMFA Constitution for your group provided you submit a Membership Application and Dues Check-Off Form by October 10, 2019. Please submit the attached Membership Application and Dues Check Off Form to establish member in good standing status with the Association and to begin exercising your membership rights (Union Member Rights Info Sheet is enclosed). Forms may be submitted by mail, scan/email to elections@amfanatl.org, or fax to (303) 362-7736.

Please do not hesitate to reach out to AMFA National or Local 14 with any concerns or questions during the transition.

Sincerely,

Jay Johnson
National Secretary/Treasurer
Obligations and Rights Regarding
Agency Shop and/or Union Security Provisions

Federal law requires that the Aircraft Mechanics Fraternal Association (AMFA) inform you of your obligations and rights under union security or agency shop provisions of a collective bargaining agreement.

In such cases all covered employees are required to pay membership dues, fees, and assessments, or agency/service fees in lieu thereof, to remain in good standing in the Association.

Employees who are required by a collective bargaining agreement to make payments to the Association as a condition of continued employment may object to the use of such dues and/or fees for purposes that are not germane to collective bargaining and may request to become dues objectors.

Dues objectors are required to pay only the portion of dues that pay for Association expenses that are germane to collective bargaining, including, but not limited to, grievance adjustment and contract administration. An independent CPA’s audited financial statements of the year [2017] expenses was conducted, and the fees paid by dues objectors in [2018] were [93.18] percent of full membership dues.

It is important to know that if you elect to become a dues objector you will forfeit the rights of union membership, including, but not limited to, the right to vote in union elections and hold office, attend union meetings, submit proposals and vote on contracts, attend contract negotiations. However, you will receive union representation concerning contractual matters. We suggest you consider these restrictions before deciding whether or not you want to become a dues objector.

Becoming a dues objector will have no impact on your continued employment, providing the agency/service fees are properly paid.

Covered employees who desire to become dues objectors must submit a notice of objection to the National Treasurer of the Association. This notice must be in the form of a written letter addressed to the National Treasurer, Aircraft Mechanics Fraternal Association, 7853 E. Arapahoe Ct. #1100, Centennial, CO 80112. Each objector must send a separate notice in a separate envelope. The notice must contain the objectors name, address, and employee number.

Covered employees who seek to file for dues objector status must do so between January 1 and January 31 of the year in which fees are to be paid, or during the first 60 days following the commencement of their obligation to pay dues/fees to the Association. To ensure proof of compliance with the filing period, and proof of delivery of notice, objectors are encouraged to use certified mail, return receipt requested.

The National Treasurer will send each covered employee who requests to become a dues objector more detailed information pertaining to dues objectors.
AMFA New Member FAQ Sheet

1. What do my union dues pay for?

The primary uses of union dues are for the negotiation and enforcement of the Collective Bargaining Agreement, representing members in disputes/grievances with their employer, and assisting members during FAA investigations.

During contract negotiations AMFA pays for professional benefit, economic, and pension advisors to assist in negotiating those portions of your contract.

A portion of your dues also pays Local and National Officers, Representatives, and administrative support personnel who carry out the day-to-day business of the Association.

2. What representational rights do I have while on probation?

You have the right to have a union representative present during an interview being conducted by the FAA.

You have the right to have a union representative present during interviews conducted by the company that may lead to disciplinary action. However, AMFA cannot grieve your discharge while you are on probation.

3. What rights do I gain by being a dues paying member of AMFA?

- The right to run for and hold office, at both the Local and National level
- The right to attend Local union meetings and contract negotiations
- The right to vote in all Local and National elections and referendums
- The right to submit contract proposals and participate in all contract related votes

4. When will I have to pay the initiation fee?

The initiation fee is due upon completion of your probationary period. This time period varies from employer to employer and may vary depending on your job classification. For specific information concerning the length of your probationary period, refer to the Collective Bargaining Agreement provided for you.

5. How much is the initiation fee?

The initiation fee is $100.00.

6. I was previously an AMFA Member. Do I still have to pay an initiation fee?

If you were issued an Honorary Withdrawal Card you will need to pay only a reinstatement fee of $25.00.

If you were not issued an Honorary Withdrawal Card, you must pay the initiation fee.

7. How do I pay the initiation fee?

You may make the payment directly to the Local Treasurer.

If your employer allows dues payment by payroll deduction, you may be able to pay the initiation fee in that manner. Please check the dues check-off form included in this package to see if this option is available through your employer.
8. **When will I be required to start paying monthly union dues?**

   In order to receive the full rights of membership, you must start paying monthly union dues upon the completion of your probationary period.

9. **How much will my union dues be?**

   Monthly union dues are equal to two times your base hourly wage, excluding any premiums such as shift differential or license pay.

   As a new employee, your monthly dues are less than an employee who has reached top pay.

10. **How, when, and where do I pay my dues?**

    **How:** Dues may be paid by cash, check, or money order payable to the Local Treasurer. However, most members prefer to pay their dues by payroll deduction through their employer.

    **When:** Payments made by cash, check, or money order are due on the first day of each month and are considered late if not paid by the tenth day of each month.

    **Where:** Check with your Local to find its policy for payment of dues paid by cash, check, or money order.

11. **Do all AMFA members pay union dues?**

    Yes. All AMFA members, regardless of their position, are required to pay union dues.

12. **What happens if I refuse to pay dues?**

    If the Association has an “Agency Shop and/or Union Security Provisions” agreement with your employer, failure to pay monthly dues will result in penalties up to and including discharge by your employer. Otherwise, failure to pay dues will result in your being denied full membership rights. Those rights include but are not limited to the right to vote in union elections and hold office, attend union meetings, submit proposals and vote on contracts, attend contract negotiations, etc.

13. **What if I do not support AMFA’s agenda?**

    You have the right to become a dues objector. Dues objectors pay a slightly reduced monthly dues payment by receiving a credit equal to the percentage of union dues the Association spends on nonunion business-related spending.

14. **Do I lose any rights if I become a dues objector?**

    Yes, dues objectors are nonmembers. They do not enjoy the benefits of membership. However, they do receive the full right to union representation.
The Labor-Management Reporting and Disclosure Act (LMRDA) guarantees certain rights to union members and imposes certain responsibilities on union officers. The Office of Labor-Management Standards (OLMS) enforces many LMRDA provisions while other provisions, such as the bill of rights, may only be enforced by union members through private suit in federal court. For more information contact the nearest OLMS field office listed on page 2 of this fact sheet.

### Union Member Rights

**Bill of Rights** - Union members have
- equal rights to participate in union activities
- freedom of speech and assembly
- voice in setting rates of dues, fees, and assessments
- protection of the right to sue
- safeguards against improper discipline

**Copies of Collective Bargaining Agreements** - Union members and nonunion employees have the right to receive or inspect copies of collective bargaining agreements.

- **Reports** - Unions are required to file an initial information report (Form LM-1), copies of constitutions and bylaws, and an annual financial report (Form LM-2/3/4) with OLMS. Unions must make the reports available to members and permit members to examine supporting records for just cause. The reports are public information and copies are available from the OLMS Internet Public Disclosure Room at [www.unionreports.dol.gov](http://www.unionreports.dol.gov).

**Officer Elections** - Union members have the right to
- nominate candidates for office
- run for office
- cast a secret ballot
- protest the conduct of an election

**Officer Removal** - Local union members have the right to an adequate procedure for the removal of an elected officer guilty of serious misconduct.

**Trusteeships** - Unions may only be placed in trusteeship by a parent body for the reasons specified in the LMRDA.

**Prohibition Against Certain Discipline** - A union or any of its officials may not fine, expel, or otherwise discipline a member for exercising any LMRDA right.

**Prohibition Against Violence** - No one may use or threaten to use force or violence to interfere with a union member in the exercise of LMRDA rights.

### Union Officer Responsibilities

**Financial Safeguards** - Union officers have a duty to manage the funds and property of the union solely for the benefit of the union and its members in accordance with the union's constitution and bylaws. Union officers or employees who embezzle or steal union funds or other assets commit a Federal crime punishable by a fine and/or imprisonment.

**Bonding** - Union officers or employees who handle union funds or property must be bonded to provide protection against losses if their union has property and annual financial receipts which exceed $5,000.
Labor Organization Reports - Union officers must
• file an initial information report (Form LM-1) and annual financial reports (Forms LM-2/3/4) with OLMS
• retain the records necessary to verify the reports for at least five years

Officer Reports - Union officers and employees must file reports concerning any loans and benefits received from, or certain financial interests in, employers whose employees their unions represent and businesses that deal with their unions.

Officer Elections - Unions must
• hold elections of officers of local unions by secret ballot at least every three years
• conduct regular elections in accordance with their constitution and bylaws and preserve all records for one year
• mail a notice of election to every member at least 15 days prior to the election
• comply with a candidate's request to distribute campaign material
• not use union funds or resources to promote any candidate (nor may employer funds or resources be used)
• permit candidates to have election observers
• allow candidates to inspect the union's membership list once within 30 days prior to the election

Restrictions on Holding Office - A person convicted of certain crimes may not serve as a union officer, employee, or other representative of a union for up to 13 years.

Loans - A union may not have outstanding loans to any one officer or employee that in total exceed $2,000 at any time.

Fines - A union may not pay the fine of any officer or employee convicted of any willful violation of the LMRDA.

Additional Information

Additional information is available on the OLMS Web site at www.olms.dol.gov by sending a message to olms-public@dol.gov, by calling the DOL Help Line at 1-866-487-2365, or by contacting an OLMS district office.

For the address and telephone number of our field offices, please consult local telephone directory listings under United States Government, Labor Department, Office of Labor-Management Standards, or view our online organizational listing at http://www.dol.gov/olms/contacts/lmskeyp.htm.

U.S. Department of Labor
Office of Labor-Management Standards
February 2010 (Revised May 2014)

OLMS

Visit us at www.olms.dol.gov
E-mail us at olms-public@dol.gov
Call the DOL National Call Center at 1.866.487.2365
NAME: ________________________________________________________________________________________
EMPLOYER: _________________ STATION: ___________________ BID LOCATION: _____________________
EMPLOYEE #: ____________________________  CLASSIFICATION: _____________________________________
HIRE DATE: ______________________________  CLASSIFICATION SENIORITY DATE: ________________________
CURRENT ADDRESS:  ______________________________________________________________________________
                       street
                       apt
                       city state zip
HOME PHONE #: _____________________________ WORK PHONE #: _________________________________
PERSONAL EMAIL ADDRESS: _____________________________________________

HAVE YOU PREVIOUSLY BEEN AN AMFA MEMBER? YES ☐ NO ☐
IF YES:  PREVIOUS AMFA NO. ________________________  LOCAL  ________ EMPLOYER _________________
DID YOU RECEIVE AN HONORARY WITHDRAWAL CARD? YES ☐ NO ☐
ARE YOU A COMMUNIST, FASCIST, NAZI; OR SUPPORT ANY OTHER TOTALITARIAN PHILOSOPHY OR
SUBVERSIVE ORGANIZATION? YES ☐ NO ☐
HAVE YOU EVER WORKED DURING A LAWFUL STRIKE CALLED BY THE UNION IN WHICH YOU WERE
A MEMBER?  YES ☐ NO ☐
HAVE YOU EVER WORKED AS A PERMANENT OR TEMPORARY REPLACEMENT IN A JOB CLASSIFICATION WHERE THE PERSONS
WHO PREVIOUSLY HELD YOUR POSITION WERE ON STRIKE?  YES ☐ NO ☐

SIGNATURE: __________________________________________ DATE:______________________

LENGTH OF PROBATION ___________ (mths/hrs)  PROBATION END DATE (est.):---------------------------
RESULTS OF DUES AND MEMBERSHIP RECORDS CHECK WITH AMFA NATIONAL:
COMMENTS -----------------------------------------------------------------------------------------------
RECOMMENDATION OF LOCAL SECRETARY:  APPROVE / DENY (circle one) ________(initial)
COMMENTS -----------------------------------------------------------------------------------------------
APPLICATION PRESENTED ON: __________________________ APPROVED / DENIED (circle one)
PRESIDING OFFICER: __________________________ /s/  -----------------------------------------------
WITNESS: ___________________________________ /s/  -----------------------------------------------
WITNESS: ___________________________________ /s/  -----------------------------------------------

SAFETY IN THE AIR BEGINS WITH QUALITY MAINTENANCE ON THE GROUND  Rev 20160616
ASSIGNMENT AND AUTHORIZATION FOR
VOLUNTARY CHECK-OFF OF ASSOCIATION DUES

I, ________________________________, hereby authorize Horizon Air, to deduct from my earnings once each month the standard monthly membership Union Dues (2X base hourly rate, or such standard monthly membership dues as may hereafter be established by the Union), service charges, initiation fees, and assessments. Such amount so deducted is hereby assigned to the Aircraft Mechanics Fraternal Association, subject to all of the terms and conditions of the Railway Labor Act, as amended, and the provisions of the applicable collective bargaining agreement.

This agreement and authorization may be revoked by me in writing after the expiration of one (1) year from the date hereof, or upon the termination date of the Agreement in effect at the time this is signed, whichever occurs sooner. A copy of such revocation will be sent to the Treasurer of the Association.

Signature of Employee ________________________________

Employee/Arctic #: ________________________________

Classification Seniority Date: ________________________________

Location: ________________________________
Directions to Register with the AMFA National Website and Download the AMFA App

The AMFA App runs from data on the AMFA National Website, you must register with the AMFA National Website in order for your AMFA # to appear in the upper left-hand corner when running the AMFA App on your Smart Phone or tablet.

Step 1 - Register with the National Website

1. Browse to the AMFA National Website: www.amfanational.org > Select “Member Resources” in the Main Menu > Select Login

2. Complete the New User Registration section. If you do not know your AMFA # for the registration section, leave it blank. The number will be entered by AMFA National during the approval process. **Note:** It may take 24 business hours for the registration to be processed and approved by AMFA National.

Step 2 – Download the AMFA App on your Smart Phone or Tablet

* The AMFA App is not available in the App Store, it must be downloaded from the AMFA National Website.

1. From your Smart Phone or Tablet, browse to the AMFA National Website: www.amfanational.org

2. Under the Latest News section, click the link that says, “Click here to download the new AMFA Smartphone App”

3. Select the link to install on your respective device type: iPhone/iPad or Android

4. Click the link to install.
   **Note:** If you are using an iPhone/iPad you may be redirected to the App Store or iTunes Store and the device will read, “You’ve successfully redeemed your code. Preparing to download,” but download does not complete. In this case, open the App Store > Select “Updates” > Select “Purchased” > Select “My Purchases” > then locate the AMFA App and select to re-download.

5. Open the app on your device > Select “Member Resources” > Select “Member Home” > Enter the login credentials (username and password) you used to register with the AMFA National Website

6. After logging in, close the app completely and re-open it. If it has been less than 24 business hours since you registered with the AMFA National Website, your registration may not have yet been approved and, therefore, your AMFA # may not yet appear in the upper left-hand corner.

If you have any trouble downloading, please give us a call and we can help walk you through the process.