



Date: []

Company Name

Address

Attention: []

Dear Sir or Madam:

Enclosed please find an application package for H.E.A. membership consisting of:

- tonnage assessment and payroll guarantee information;
- tonnage report form;
- list of members;
- a copy of the Halifax Employers Association Articles of Association;
- a membership application; and
- a designated company representative form for your review and action.

Membership applications are subject to a financial background check and approval will be dealt with at the next Board of Directors' meeting. The completed original application should be returned to this office as soon as possible, along with a completed *Designated Company Representative Form* and cheque for membership fees in the amount of \$339.00

Members who do not designate a representative who is an employee living in the Province of Nova Scotia shall have "non-voting" member status and will be ineligible to sit on the Board of Directors or the Business Committee.

Members should specify for which category of membership they are applying:

Category I:	Shipping Lines and Agents
Category II:	Members Employing Labour, represented by the Council of ILA Locals in the Port of Halifax

Yours truly,

HEA

Enclosures

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5121 Sackville Street, Suite 200, Halifax, Nova Scotia, Canada B3J 1K1
Telephone: 902-422-4471 Fax: 902-422-7550