

**ROOFERS LOCAL 149
VACATION – HOLIDAY FUND
MID-MICHIGAN AREA
DISTRIBUTION AUTHORIZATION FORM**

P.O. Box 396 Troy MI 48099-0396 • (888)868-6411 or (248)641-4949

I, _____
Last Name, please print First Name Mid Int'l Social Security # or Alternate Id#

hereby instruct and authorize the Board of Trustees to process payment of my Vacation-Holiday pay as indicated by **X** below:

PLEASE SELECT ONE BOX ONLY

- ANNUAL PAYMENT:** ONE PAYMENT PER YEAR, IN JULY OF EACH YEAR
- SEMI-ANNUAL PAYMENT:** TWO PAYMENTS PER YEAR, ONE IN JANUARY
AND ONE IN JULY OF EACH YEAR.

I have read all the information on both sides of the Authorization Form and fully understand what I am signing. I fully understand that distributions will not be made at any other time other than specified.

Signed by: _____ Date signed: _____

Address: _____ City: _____

State: _____ Zip Code: _____ Phone: _____ DOB: _____

**Mail to: Roofers Local 149
Mid Michigan Vacation Holiday Fund
P.O. Box 396 •Troy, MI 48099-0396**

If this payment distribution authorization form is not received, you will automatically remain on the annual payment option.

Participants who select the annual payment option (one payment in July of each year) will receive their vacation check through the mail.

Participants who select the semi-annual payment option (two payments, one in January and one in July of each year) will receive their check through the mail.

Checks will be mailed out during the designated payment month(s) for the payment option you selected.

You may change your payment selection at any time throughout the year. If you decide to change your payment selection a new selection form must be mailed to: ***Roofers Local 149 Vacation-Holiday Fund office, postmarked no later than ten (10) days before a scheduled payment month.***

You may receive a new Distribution Form at the Union Hall or call the Vacation Fund office 248-641-4949 and one will be mailed to you.

It is very important that the Vacation Fund Office be notified (in writing) of all address changes.

NO CHECKS, FOR ANY REASON, WILL BE HANDED OUT AT THE VACATION FUND OFFICE.

NO CHECKS WILL BE ISSUED FOR ANY REASON, EXCEPT ON THE SELECTED PAYMENT DATES.

Respectfully Submitted,

**BOARD OF TRUSTEES
ROOFERS LOCAL 149 VACATION-HOLIDAY FUND**