# MEMBERSHIP APPLICATION FORM PLEASE TYPE OR WRITE CLEARLY IN BLOCK LETTER

(signature of applicant)  I, the undersigned confirmed the alto the Sarawak Bank Employees' Ulunion. I understand that if my me for benefits under SBEU Benevoler benefits in the event of my demise	NAME	BENEFICIARY DETAILS	ADDRESS TOWN / CITY TEL (H)	HOME ADDRESS	BANK / FINANCE COMPANY BRANCH TOWN TELEPHONE DATE EMPLOYED  DATE CONFIRMED  BASIC SALARY  Salary Increase Date  Salary Increase Date  1st January 1st July	EMPLOYER	PART 1 ( FORM A ) / IC NO NAME (AS IN IC) DATE OF BIRTH PLACE OF BIRTH NATIONALITY
Signature of applicant)  Date:  I, the undersigned confirmed the above particulars are correct and wish to apply for membership to the Sarawak Bank Employees' Union and I agree to abide by the Rules and Constitution of the Union. I understand that if my membership application is approved I will automatically qualify for benefits under SBEU Benevolent Fund. I nominate the above named as the beneficiary of all benefits in the event of my demise. I enclosed cheque for RM10.00 being entrance fee.	RELATIONSHIP		POSTCODE		POSTCODE  DESIGNATION ( Please Tick √)  NON CLERICAL  CLERK / TELLER  SPECIAL GRADE  CSB  CLASS 2/3 OFFICERS  E4  OTHERS		PART 1 (FORM A) / 2012 - To be Completed by Applicant IC NO

# PART II - To be Completed by SBEU Branch Secretary

TO: THE GENERAL SECRETARY

SBEU HQ

SIGNED

SIGNED

We recommend and submit the above applicant together with the entrance fee By SBEU REGION

SECRETARY

Date

### PART III - FOR SBEU HQ use

	MEMBERSHIP NO.	DATE RECEIVED
SBEU GENERAL SECRETARY	DATED	APPROVED

### REGISTERED HEAD OFFICE

2nd Floor, Lot 79, Block B, QUEEN'S COURT, Jalan Wan Alwi, 93350 Kuching, Sarawak Tel: 082 • 453 027 H/P: 019 • 886 0819 Fax: 082 • 461 829 E-mail: headoffice@sbeu.org.my

#### SOUTHERN REGION

2nd Floor, Lot 79, Block B, QUEEN'S COURT, Jalan Wan Alwi, 93350 Kuching, Sarawak Tel: 082 • 453 027 H/P: 019 • 878 1311 Fax: 082 • 461 829 E-mail: sbeukg@sbeu.org.my

#### CENTRAL REGION

3rd Floor, 6E Kampong Dato, 96000 Sibu

Tel: 084 • 330 819 Fax: 084 • 312 748 H/P: 012 • 888 3752 E-mail: sbeusb@sbeu.org.my / sbeusk@sbeu.org.my

41J-3 (2nd Floor), Medan Jaya, Jalan Tun Hussein Onn, 97000 Bintulu
Tel: 086 • 312 118 H/P: 012 • 878 1179 E-mail: sbeuvt@sbeu.org.my

Tel: 085 • 438 027 H/P: 016 • 875 2328 E-mail: sbeumr@sbeu.org.my

2nd Floor, Lot 2441 Block 5 MCLD Boulevard Commercial Centre 98000 Miri

NORTHERN REGION

# PART IV (FORM B) 1/2012 - To be Completed by Applicant

MONTHLY Dear Sir, The Manager CNO NAME OR ALTERNATIVELY DEDUCT THE ABOVE PLEASE REMIT THE TOTAL AMOUNT TO AMOUNT FROM MY "PLEASE DEDUCT DIRECT FROM MY PAYROLL" 2nd FLOOR, LOT 79, BLOCK B, QUEEN'S COURT SARAWAK BANK EMPLOYEES' UNION - HQ RM30 (Ringgit Malaysia Thirty Only) every month. (Please round up to the nearest ringgit) JALAN WAN ALWI, 93350 KUCHING, SARAWAK. SBEU BENEVOLENT FUND PREMIUN THE GENERAL TREASURER from my salary upon payment of my salary every month. 1% of my basic salary upon payment of my salary SBEU MEMBERSHIP SUBSCRIPTION **DEDUCTIONS OF TRADE DUES** DATE BRANCH

# MEMBERSHIP APPLICANT PROCEDURES

APPLICANT SIGNATURE

- FOR APPLICANTS
- a) Complete 1 copy Form A/ Application Form
- b) Complete Part I & IV
- c) Submit with entrance fee of RM10.00 and photocopy of IC to your IRC.
- d) Upon approval, you will receive a copy of the handbook and membership card.

#### ii. FOR IRCs

 a) Ensure that the application form is properly completed by member and forward to respective REGION SECRETARY together with the entrance fee within one week of receipt from applicant

## b) Monitor the approval of the application from SBEU HQ which should not take more than one month from date of submission.

### **iii. FOR BRANCH SECRETARIES**

- a) Keep a register (Register BR-A) of all application forms received.
- b) Recommend and forward the application form together with the entrance fee to HQ for approval, within two weeks.
- c) Entrance fee must be remitted using cheque or Bank draft. Do not use cash. Complete Part II.
  d) Monitor approval from HQ which should not be more than 2 weeks from date of submission