



UA Local 345

Landscape/Irrigation, Sewer & Storm Drain, Underground Specialty Piping

1430 Huntington Drive • Duarte, CA 91010 • (626) 357-9345 • Fax (626) 359-0359

Email: info@ua345.org • Website: www.ua345.org

DISPATCH ORDER FORM

PLEASE NOTE: Requests for dispatch must be in writing and submitted via email to info@ua345.org or fax (626) 359-0359 at least 72 hours in advance (excluding weekends and holidays) thank you! (COMPLETE ALL REQUIRED FIELDS)

Date:			
Company:			
Jobsite (Name & Address):			
Start Date:		Start Time:	
Report to (Foreman):		Foreman (cell):	
Alternative Contact – if the foreman is not available			
Job Duration: (must be filled out)	<input type="checkbox"/> 1 to 2 weeks	<input type="checkbox"/> 3 to 4 weeks	
	<input type="checkbox"/> 2 to 3 weeks	<input type="checkbox"/> Other:	
Name of person (in office) requesting:			
Drug Test Required:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
E-Verify Required:	<input type="checkbox"/> Yes	<input type="checkbox"/> No	
Directions/Comments:			
CLASSIFICATION	NEEDED	IF REQUESTING MEMBER BY NAME, PLEASE LIST NAME & SSN last (4) four digits only	
APPRENTICE: (please specify year) <input type="checkbox"/> 1 st Year <input type="checkbox"/> 4 th Year <input type="checkbox"/> 2 nd Year <input type="checkbox"/> 5 th Year <input type="checkbox"/> 3 rd Year			
FOREMAN			
JOURNEYMAN			
TRADESMAN			
SEWER AND STORM DRAIN			
JOURNEYMAN			
TRADESMAN			
<input type="checkbox"/> cc: Ricardo M. Perez, Business Manager <input type="checkbox"/> cc: Luis G. Vazquez Jr., Business Agent		<input type="checkbox"/> cc: Benjamin Perez, Organizer <input type="checkbox"/> cc: Raul Gonzalez, Organizer	

Except for projects with less than 40 hours of journeyworkers work, you must request and employ apprentices in no less than 8-hour increments.