



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 at least 72 hours in advance (excluding weekends and holidays) thank you!

DATE:			
COMPANY:			
JOBSITE: (name & address)			
START DATE:		START TIME:	
REPORT TO: (Foreman)		FOREMAN (cell):	
ALTERNATIVE CONTACT: (If Foreman is not available)			
JOB DURATION: (must be filled out)	☐ 1 to 2 weeks ☐ 3 to 4 weeks ☐ 2 to 3 weeks ☐ Other		
NAME OF PERSON: (in office requesting)			
DRUG TEST REQUIRED:	☐ Yes ☐ No		
E-VERIFY REQUIRED:	☐ Yes ☐ No		
DIRECTIONS / COMMENTS:			
CLASSIFICATION	NEEDED	IF REQUESTING MEMBER BY NAME (List Name & SSN) last 4 digits required	
APPRENTICE <i>(please specify year)</i> ☐ 1st Year ☐ 2nd Year ☐ 3rd Year ☐ 4th Year ☐ 5th Year			
FOREMAN			
JOURNEYMAN			
TRADESMAN			
SEWER & STORM DRAIN TRADESMAN			
SEWER & STORM DRAIN JOURNEYMAN			
OFFICE USE ONLY:			
☐ cc: Ricardo M. Perez, Business Manager (626) 357-9345		☐ cc: Raul Gonzalez, Organizer (909) 618-3269 Cell.	
		☐ cc: Luis G. Vazquez Jr., Business Rep. (626) 253-1091 Cell.	

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