



FURNITURE BARGAINING COUNCIL

5th Floor ? Rennie House ? 19 Ameshoff Street ? Braamfontein ? Johannesburg
 All correspondence to be addressed to: THE GENERAL SECRETARY ? Post Office Box 32789 ? Braamfontein ? 2017
 Telephone (011) 242-9200 ? Facsimile (011) 339-5410 ? e-mail council@furnbed.co.za ? Website www.furnbed.co.za

**CIRCULAR 07/08
 TO ALL EMPLOYERS IN THE INDUSTRY**

Sir/Madam

VALIDATION OF EMPLOYEES TRADE UNION MEMBERSHIP OR NON AFFILIATION TO ANY TRADE UNION

All employers are requested to complete the following schedule to indicate which trade unions their employees are members of, if any.

This information is required in order to validate information which the Council is required to submit to the Department of Labour.

Kindly ensure that the required information reaches the **Council's Head Office** at the above address as soon as possible, but by no later than **Friday, 4 April 2008**. This schedule can be sent to the Council by either fax, email or post.

Please complete the following schedule:

Establishment's Registered Name:	
Establishment Trading Name:	

Full Name of Trade Unions	Trade Union's Abbreviated Name	Total Number of Employees		
1.				
2.				
3.				
4.				
5.				

Total number of employees who are not members of a Trade Union			
--	--	--	--

Total Number of Employees Employed at Establishment			
---	--	--	--

NB: The above information must be based on your employees' trade union membership as at **29 February 2008**.

Reporting person's first name/s and surname:.....

Reporting person's Signature:

Reporting person's Designation, eg: owner, director, member etc.

Establishment's Official Stamp (if available)

Please Contact Charles Utting 083-326-2769