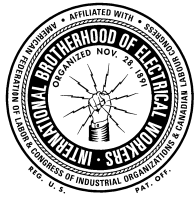


OVER 100 YEARS
OF SERVICE



LOCAL
UNION

18 IBEW

A full service union since 1893 4189 West 2nd Street, Los Angeles, CA 90004 Phone: 213-387-8274 Fax: 213-739-6937

JOB REFERRAL GUIDELINES

FIRST TIME SIGNING:

You may sign the Job Referral Books on regular work days from **8:00 am to 5:00 pm.**

DISPATCHING:

We dispatch by phone on regular work days from **9:30 am to 11:30 am.**

If we dispatch you, you will need: a valid driver's license **and** either your social security card, birth certificate, or passport.

You will receive a strike if: you don't answer the phone, you refuse the job, or we page you and you do not call us back within 3 minutes.

AFTER THREE STRIKES, YOUR NAME WILL BE REMOVED FROM THE BOOK.

RE-SIGN:

You must participate in re-sign from the **1st- 20th** of every **January, April, July** and **October** while you are on the job book.

Anything received outside of these dates won't be accepted.

During re-sign, submit all of the following: -Date

(Print all information except signature.)

-Name

-Card Number or Social Security Number

-Phone Number*

-Classification

-Book Number

-Any specialty class, *e.g. certified welder, etc.*

-Signature (not required when emailing)

**We update the book to whatever phone # you submit.*

This information can be sent to us by:

Email (ibew18@ibewlocal18.org),

Fax (213.739.6937),

Personal Delivery or

Regular Mail*

**Local 18 is not responsible for lost or misdirected mail.*

IF NO RESIGN IS RECEIVED, YOUR NAME WILL BE REMOVED FROM THE BOOK.

GENERAL INFORMATION:

The dispatch general information line is **213.387.0669**. If we are hiring for any jobs, it will be recorded on this line.

05/09