

Notice of Membership Resignation & Payroll Deduction Cancellation in the American Federation of Teachers (AFT)

System Name: _____

Employee Name: _____
Print Full Name of Employee

Employee Number **or** Social Security Number: _____

Employee Worksite: _____

Certified Employee or Support Employee

Attention: Payroll Department

Effective immediately, you are hereby directed to cease any further deductions of membership dues payable to the **American Federation of Teachers (AFT)** from the salary or other compensation of the following employee who has, this day, resigned membership in the aforementioned organization.

Employee Signature

Date (Completion Date of Form)

Fill out this form completely. Make a copy for your records and a copy to send to your central office payroll department.

- Remember that it is important that this form be dated and turned in to your payroll office **no later than September 14th**.
- **Important**-some systems have an earlier deadline, please be aware of the deadline in your system.
- Please **be sure to check with your system** for specific requirements (some systems such as Jefferson County Schools require that you complete their own specific form that must be obtained through their central office payroll department).

This form is to be used for payroll deduction cancellation in American Federation of Teachers (AFT) only.