

HOW TO FEDERAL AND TERRITORIES | NON-CONSTRUCTION Cancel A Union 'Card'

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Unions may do the same, for training and communication purposes, whether within their union or with other interested parties such as their Members and or non-Members they may represent.

For help, call LabourWatch TOLL-FREE at

1-888-652-2687

INTRODUCTION

You are free to decide if you want a Union to represent you or not. The law says you should not feel forced to make this decision and that no one, including the union or its supporters, should try to influence your decision using threats, penalties, intimidation or even promises.

- Whatever your decision, we recommend you express it using a union card.
- If you support the union and want to be represented by it, sign a union card or by canceling any previously signed union card.
- If you don't support the union, oppose it, or just don't want to be represented by it, don't sign a union card. But, if you feel this way and have signed a card, cancel it. If you find that you cannot get your card back - and it may be hard, then you will have to let the union know that you no longer want to be represented by them. Do this immediately.

To cancel your card, you must fax or courier a signed, dated note with your name clearly legible telling them that you wish to withdraw your application for membership and that you do not want the union to make an application to certify your employer on your behalf. You should also send a copy at the same time to the Canada Industrial Relations Board so they have a copy. If your courier it, remember to keep a copy for yourself. As this note has to be submitted before the union makes an application for certification to be effective, you must do it as soon as you realize that you do not wish to join the union.

Even if you do this for yourself, there may still be a vote. Voting "no" to being unionized is the only way to be sure that your changed position counts.

If you do not get your card back, or the union does not respond to your personal cancellation or to a group petition, you do not have to vote for the union - you can still be a "member" and vote no - if a vote is held.

Keep a copy of anything you sign.

GET THE FORMS

INDIVIDUAL LETTER OR FORM

To cancel your union card, you need to inform the union. Send the union a letter or use a standard form. It should say that you no longer want to be a member of the union and don't want to be represented by it.

GROUP PETITION

If you know others who want to cancel their union cards you might use a petition instead. Just like a letter or form, your petition would say that those signing it don't want to be members of the union and don't want to be represented by it.

You can get copies of these forms along with a copy of these instructions in the [Downloads](#) section. Alternatively, [click here to view the form](#) for the Federal jurisdiction and the Territories.

USING THE GROUP PETITION

- At the top of each page it should say what it means to sign the petition.
- Before anyone signs the petition, make sure they are given a chance to read the statement at the top of the page.
- For each person who signs the petition, get their signature, printed name, address, and the date they signed.
- All signatures must be witnessed when they are collected (the same person can witness more than one signature).
- The signatures must not be gathered during working hours, but they can be collected when you and the person signing are on break or before or after work.
- The petition should always be in your custody (or those who are helping you) or stored in a safe place. Even when you send your petition to the union, send a copy and keep the original.

TIMING YOUR CANCELLATION

Don't put off canceling your card. If the union applies to be certified before you inform them, your decision to cancel your union card will not count.

There is even more reason not to delay when you intend to send the union a petition. If the union doesn't know some people no longer support it, the union may use those names when applying for certification.

DELIVER YOUR FORMS

Since there are no rules about this, use any type of delivery you want to.

In our opinion, the best way to send your documents to the union is to fax them to the union offices - faxing is fast and the confirmation page proves the union received them.

However, our next choice would be to courier the documents. Other options are hand delivery and registered mail.

Notification of Cancellation of Application for Union Membership **or Cancellation of Union Membership in a Union Drive**

By signing this letter, I am saying that: I do not support, I do not want to be a member of, and I do not want to be represented by:

Insert the full name of union (and Local if applicable)

As it relates to the following employer:

Insert full name of employer

Personal Details

Print your full name

Signature: _____

Date: _____

I also do not want to be contacted by the union or their representatives for any reason. If the union has a membership card or application for membership from me, I want that card or application destroyed. The union does not have my permission to use any membership card or application with my name on it to file with the Labour Board to unionize my workplace, or to say that I am a member of or support the union in any way.

I also direct the union to destroy or return to me any personal information they may have about me and not to give it to anyone else or use it in any way. Thanks.

Note: This form might not be accepted unless it is signed, your name is printed clearly, and the form is dated.

1. Do not use your employer's fax machine if you fax this in.
2. If you fax it in, get and keep a print out from the fax that confirms the fax was successful.
3. If you hand deliver, courier or mail your original cancellation – keep a copy of your completed cancellation.
4. Complete address boxes below. (NOTE: Pick the CIRB office across Canada that serves your area of work – addresses can be found at: www.cirb-ccri.gc.ca/contact_eng.asp)

Union Address:

Labour Board Address:

Canada Industrial Relations Board (CIRB)

