Application for Steward Certification
NATIONAL RURAL LETTER CARRIERS' ASSOCIATION

Date _____ Post Office (MAIN) _____

Station or Branch _____ Finance Number _____

Postmaster/Station Manager's Name (LFM) _____

Mailing Address of Post Office _____ State _____ Zip Code _____

Number of Rural Routes at this Office _____ PO Phone _____ PO Fax _____

Name of Rural Carrier Steward (LFM) _____

Employee ID Number _____ Home Phone _____

Steward Phone _____ Cell Phone _____ Fax _____

Mailing Address _____

City _____ State _____ Zip Code _____

e-mail _____

   This is to certify that the above named rural carrier has been elected as the RURAL CARRIER STEWARD to represent the rural letter carrier craft of employees in labor-management relations at the above named Post Office. It is understood that this representative upon successful completion of the NRLCA Training Course will be certified in accordance with Article IX Section 4.B.3 and 4 of the NRLCA Constitution. This representative will serve until; the next called election, the position becomes vacant, the incumbent Local Steward retires, or when two-thirds of the members submit a petition to conduct a steward election to the District Representative for approval in accordance with Article IX Section 7.B.1 of the NRLCA Constitution.

Signatures of those appearing below confirm the selection of the above named rural carrier as Local Steward for the rural carrier craft. ONLY DUES PAYING MEMBERS IN GOOD STANDING ARE ELIGIBLE TO SIGN BELOW OR BE SELECTED AS STEWARD.

Signatures of Rural Carriers [1]

Route No.[2]	REGULAR	LEAVE REPLACEMENT
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		

1   If additional space for signatures is needed, attach a separate sheet.
2   Indicate Vacant Routes.

I accept the responsibilities of the position of steward for the rural carrier craft for the above Post Office.

_____
Signature of Steward

_____
Print Name of Steward

District Representative Use Only - Do Not Write In This Space

Date Trained / Certified _____

Date PM / Steward Notified _____

_____
Signature of District Representative
The affixing of the signature of the District Representative
will serve to validate this document

NRLCA FORM 10/ REVISED June 2020

NATIONAL RURAL LETTER CARRIERS' ASSOCIATION

Local Steward Election Call

A Local Steward Election is called for the _____Post Office.

This election will be held on_____

at_____

Location_____

THIS NOTICE MUST BE POSTED AT LEAST 15 DAYS PRIOR TO THE ELECTION DATE

Date of Posting_____

In accordance with the Constitution of the National Rural Letter Carriers' Association Article IX, Section 7, this notice hereby constitutes written notification to all NRLCA members that an election shall be held for the position of a Local Steward in their office. Failure of members to exercise this right will result in the local office being assigned representation in accordance with the Constitution of the National Rural Letter Carriers' Association.

The selection of a Local Steward should be in accordance with democratic procedures. To become a steward, a rural carrier must be a member of the National Rural Letter Carriers' Association. Local Steward Elections will be conducted in the month of July of every fourth year (i.e.; 2016, 2020, 2024 etc.) unless the incumbent Local Steward is unopposed.

The Steward shall serve until a successor is elected and certified or until he or she resigns. An election may be called any time the position is vacant, or when two-thirds of the members submit a petition to the District Representative for approval a Local Steward may be re-elected to the position.

Written notification to all NRLCA members shall be given at least 15 days before the date of the election. A majority vote of those NRLCA members voting is required for an election. When there is more than one (1) Local Steward at an installation, including stations and/or branches, a Chief Steward will be elected by the NRLCA members of said office.

Re: Article IX Sections 7.B.1, 2, & 3 of the NRLCA Constitution

Nominations will be accepted at the time of election and any dues paying members of the National Rural Letter Carriers' Association with the exception of Assistant Rural Carrier (ARC-Des 70-5) can announce his/her intention to be a candidate by signing below:

1._____   1._____

2._____   2._____

3._____   3._____

      (Print name)   (Sign name)