

MEMBERSHIP APPLICATION FORM

PART 1 (FORM A)/2000 – To be completed by Applicant.
Please type or write clearly in Block Letter

IC NO _____
NAME (AS IN IC) _____
DATE OF BIRTH _____ SEX M F
PLACE OF BIRTH _____
NATIONAL _____ RACE _____

EMPLOYER

BANK/FINANCE COMPANY _____
BRANCH _____ STREET _____
TOWN _____ POSTCODE _____
TELEPHONE _____
DATE EMPLOYED _____
DATE CONFIRMED _____
BASIC SALARY _____
Salary Increment Date
 1st JANUARY 1st JULY

DESIGNATION (PLEASE TICK)
 NON CLERICAL
 CLERK/TELLER
 SPECIAL GRADE
 CSB
 CLASS 2/3 OFFICERS
 E4
 OTHERS _____

HOME ADDRESS

HOUSE NO./LOT NO. _____ LANE _____
ESTATE/STREET _____
TOWN _____ POSTCODE _____
TELEPHONE _____ H/P: _____

BENEFICIARY DETAILS

NAME _____
I/C NO: _____ RELATIONSHIP _____
ADDRESS _____
TOWN _____ POSTCODE _____
TEL _____

.....
(signature of applicant) _____ Date: _____

I, the undersigned confirmed the above particulars are correct and wish to apply for membership to the Sarawak Bank Employees' Union and I agree to abide by the Rules and Constitution of the Union. I understand that if my membership application is approved I will automatically qualify for the benefits under SBEU Benevolent Fund. I nominate the above named as the beneficiary of all benefits in the event of my demise. I enclosed cheque for RM10.00 being entrance fee.

PART II – To be completed by Branch Secretary

To: The General Secretary
SBEU HQ

SIGNED _____
SECRETARY _____
BRANCH _____
Date: _____

We recommend and submit the above application together with the entrance fee for your approval

PART III – FOR HQ use

DATE RECEIVED _____ APPROVED _____
Exco meeting/circular decision
DATED: _____

MEMBERSHIP NO. _____ SIGNED _____
GENERAL SECRETARY _____

REGISTERED HEAD OFFICE

2nd Floor, Lot 79, Block B, QUEEN'S COURT, Jalan Wan Alwi, 93350 Kuching, Sarawak
Tel: 082-453027 H/P: 019-8860819, Fax: 082-461829 E-Mail: sbeugs@pc.jaring.my

KUCHING BRANCH

2nd Floor, Lot 79, Block B, QUEEN'S COURT, Jalan Wan Alwi, 93350 Kuching, Sarawak
Tel: 082-453027 H/P: 013-8112938 Fax: 082-461829 E-Mail: sbeukg@tm.net.my

SIBU BRANCH

3rd Floor, 6E Kampong Dato, 96000, Sibul
Tel/Fax: 084-312748 H/P: 016-8708087 E-mail: sbeusb@tm.net.my

MIRI BRANCH

2nd Floor Lot 2441 Block 5 MCLD Boulevard Commercial Centre 98000 Miri
Tel/Fax: 085-438027 H/P: 019-8857580 E-mail: sbeumr@tm.net.my

BINTULU BRANCH

41J-3 (2nd Floor), Medan Jaya, Tun Hussein Onn, 97000 Bintulu
Tel/Fax: 086-312118 H/P: 019-8880819 E-mail: sbeubt@tm.net.my

SARIKEI BRANCH

Tiang Soon Height, 2nd Floor, No.10 Jalan Rentap, 96100 Sarikei
Tel: 084-651461 H/P: 019-8263606 Fax: 084-654699 E-mail: sbeusk@tm.net.my

PART IV (FORM B) 1/2000 – To be completed by Applicant

The Manager

DEAR SIR,

DEDUCTIONS OF TRADE DUES

PLEASE DEDUCT DIRECT FROM MY PAYROLL"
MONTHLY SBEU MEMBERSHIP SUBSCRIPTION
1% of my basic salary upon payment of my salary every month. (Please round up to the nearest ringgit)

SBEU BENEVOLENT FUND PREMIUM

RM40 (Ringgit Malaysia Forty only)
from my salary upon payment of my salary every month.

OR ALTERNATIVELY DEDUCT THE ABOVE AMOUNT FROM MY A/CNO: _____ BRANCH _____

PLEASE REMIT THE TOTAL AMOUNT TO

THE GENERAL TREASURER

SARAWAK BANK EMPLOYEES' UNION-HQ
2ND FLOOR LOT 79 BLOCK B QUEEN'S COURT
JALAN WAN ALWI 93350 KUCHING, SARAWAK

NAME _____
IC NO _____
DATE _____

SIGNATURE _____

MEMBERSHIP APPLICATION PROCEDURES

I. FOR APPLICANTS

- complete 1 copy Form A (Application Form)
- Complete Part 1 & IV
- Submit with entrance fee of RM10.00 to your IRC.
- Upon approval, you will receive a copy of the handbook and membership card.

ii. FOR IRCS

- Ensure that the application form is properly completed by member and forward to respective BRANCH SECRETARY together with the entrance fee within one week of receipt from applicant
- Monitor the approval of the application from SBEU HQ which should not take more than one month from date of submission

iii. FOR BRANCH SECRETARIES

- Keep a register (Register BR-A) of all application forms received.
- Recommend and forward the application form together with the entrance fee to HQ for approval, within one week.
- Entrance fee must be remitted using cheque or Bank draft. Do not use cash. Complete Part II.
- Monitor approval from HQ which should not be more than 2 weeks from date of submission by Branch.