

A Guide to Union Dues and How to Join

Calculating Your Bi-Weekly Dues

1. Identify your **annual salary**, including your locality pay. *Example: CU-9 band minimum plus 16.32% locality pay equals \$58,917.*
2. Divide your annual salary by 2,087 (the number of hours in a federal work year). The total carried out five decimal places is your **hourly rate**. *Example: \$58,917 ÷ 2,087 = \$28.23047*
3. Multiply your hourly rate times 80 (the number of hours in a pay period). The total is your **bi-weekly base pay**. *Example: \$28.23047 x 80 = \$2,258.43794*
4. Multiply your bi-weekly base pay by the percentage from your grade in the chart to the right. The total is your **total bi-weekly dues amount**. *Example: \$2,258.43794 x 0.00651 = \$14.70*
5. For example, if you are a CU-7 and your salary is \$40,802, your biweekly dues will be \$11.70.

| Grade | Percentage |
|-------|------------|
| 3 | 0.01004 |
| 4 | 0.00933 |
| 5 | 0.00883 |
| 6 | 0.00805 |
| 7 | 0.00748 |
| 8 | 0.00697 |
| 9 | 0.00651 |
| 10 | 0.00619 |
| 11 | 0.00561 |
| 12 | 0.00478 |
| 13 | 0.00423 |
| 14 | 0.00392 |
| 15 | 0.00382 |
| 16 | 0.00368 |

Bi-Weekly Dues Worksheet

Used the worksheet below to calculate your dues amount.

| | | | | | | | | |
|--|-----------|-------------|-------------------------|--------------------|---|---------------------------------------|---|--------------------------|
| | ÷ 2,087 = | | x 80 = | | x | | = | |
| Annual Salary Including Locality Pay | | Hourly Rate | | Bi-Weekly Base Pay | | Grade Percentage (see chart above) | | Bi-Weekly Dues Amount |
| Hour/Year | | | Hours/ Pay Period | | | | | |

Two Ways to Submit Membership Forms (SF-1187s)

OPTION 1: Scan the QR code to the right or [visit NTEU.org/join](https://www.nteu.org/join) and complete our secure electronic membership form (SF-1187).



- Provide your personal email address so you can receive exclusive NTEU members-only updates.
- Please include your Social Security number in Box 2. Agency payroll providers use this information to ensure they are withholding dues from the correct employee.
- Send the confirmation email nteu303@outlook.com to receive your \$100 membership incentive (available during your first 90 days as an NCUA employee).

OPTION 2: Complete the PDF version of the membership form (SF-1187) and email it to Chapter 303 President Heather Hammes at hhammes@ncua.gov or nteu303@outlook.com

- If you prefer, you can use your four-digit NCUA Employee ID in Box 2 rather than your Social Security number.

Contact nteu303@outlook.com with questions.

NTEU303.org

NTEU
National Treasury Employees Union
Chapter 303