



SOUTHERN CALIFORNIA IBEW - NECA TRUST FUNDS

6023 Garfield Avenue, City of Commerce, CA 90040

Phone: (323) 221-5861 or (800) 824-6935

Fax: (323) 726-3520

Mailing Address:

P.O. Box 910918

Los Angeles, CA 90091



Website: www.scibew-neca.org

Website: www.scibew-neca.org

Southern California IBEW-NECA Supplemental Unemployment Plan

CHECKLIST

- Complete the Application for SUB Plan Benefits.
- Submit Proof of Termination Notice.
- Submit Notice of Unemployment Award.
- Submit appropriate proof of actual receipt of Unemployment Compensation Benefits.
- Submit Out of Work Book Registration Verification (Journeyman).
- Submit copy of ETI Layoff Notice (Apprentice).
- Submit Completed/Signed W-4 Withholding Certificate.

Please submit the required forms as soon as possible. Delays in the delivery of the required documents may cause a loss of benefits for benefits being claimed outside of the 60 day time frame as described on page 8 of the Summary Plan Description.

REVISED: 1/20/15