



## UNIT MEETING SIGN-IN SHEET

<b>UNIT:</b>		<b>MEETING DATE :</b>	
<b>UNIT SECRETARY:</b>		<b>LOCATION:</b>	

Name (Please print)	Signature
Absent-Excused (Please print)	Absent-Excused (Please print)

Reasons for excusable absence are 1) Union activities, 2) working hours, 3) service in the armed forces of Canada or the United States, 4) sickness which confines, 5) death in the immediate family or 6) jury duty

**Unit Secretaries should submit their Unit Meeting Sign-In Sheet, via scan or clear photo, to [unit.correspondence@usw1944.ca](mailto:unit.correspondence@usw1944.ca) as soon as possible after the meeting adjourns.**