



**EMPLOYERS-EMPLOYEE MEMBERSHIP TRANSFER AGREEMENT
AND REQUEST TO TRANSFER UTA MEMBERSHIP**

For the purpose of irrevocably authorizing and empowering Employer to request and authorize the United Trustees Association (Herein "UTA") of which employee is a member to transfer memberships to another employee ("transferee") of Employer solely designated by Employer, the undersigned and Employee ("transferee") agree:

1. Employee's UTA membership dues and any transfer fees incurred under this agreement shall be (or has been) paid for by Employer.
2. At such time as Employee: (a) is no longer employed with Employer; (b) is no longer employed in the position for which the membership was obtained; or (c) no longer qualifies for UTA membership, Employer – without the further consent of the Employee – shall have the sole and irrevocable right to authorize UTA in which Employee is a member to transfer the Employee's membership to another of Employer's employees designated in the Request to Transfer.
3. Within two business days after Employer has mailed or otherwise delivered the Request to Transfer to UTA, Employer agrees to personally deliver to the Employee or send a copy of the Request to Transfer by regular mail, postage prepaid, to the Employee's last known address. Failure to comply with this paragraph shall not invalidate any transfer of membership approved by the UTA board of directors.
4. No value shall be paid to, or received by, any person (except for a transfer fee to UTA) in any way relating to the requested transfer of membership.
5. The Employer's Request to Transfer shall be accompanied by a fully completed UTA membership application currently in effect and a transfer fee in the amount authorized by UTA's board of directors. "Transfer" pursuant to the Request to Transfer shall occur if and when: (a) UTA has received in good funds for the required transfer fee; (b) the proposed transferee meets all of the qualifications and requirements of membership for a new member pursuant to the UTA bylaws, rules and regulations; and (c) the transferee's membership is accepted by UTA's board of directors.
6. The transferee's UTA membership shall expire at the same time the transferor's membership would have expired. Employee understands, once a transfer has occurred, if he/she wishes to continue to be a member of UTA, he/she must apply for a new membership. Voting rights of the transferor acquiring a new membership and of the transferee will be governed by the UTA bylaws. Employer and Employee understand that an Employee/Transferor who established a new membership after the transfer of this membership, or a transferee receiving such membership, may not be able to vote on issues for which the record date has occurred prior to the new or transferred memberships being accepted by the UTA board of directors.

Dated

Signature of Employee

Print Name of Employee

Signature of Employer

Name of Employer

Title

REQUEST TO TRANSFER UTA MEMBERSHIP

The undersigned Employer requests transfer of employee's membership to the transferee named below. Employer represents to UTA that:

1. Employer has paid Employee's UTA membership dues for the current calendar year.
2. Employer is either (a) no longer employed with Employer, (b) no longer employed in the position for which the membership was obtained (c) no longer qualifies for UTA membership.
3. No value shall, has been, or will be paid to or by any person (except for a transfer fee to UTA) in any way relating to the requested transfer of membership.
4. This request is made pursuant to an "Employer-Employee Membership Transfer Agreement" duly signed by both the Employer and Employee, a true and accurate copy of which is enclosed.
5. The proposed transferee is currently employed by Employer.

The following are enclosed and submitted in support of Employer's Request to Transfer:

1. A completed UTA membership application of the proposed transferee;
2. "Employer-Employee Membership Transfer Agreement";
3. A transfer fee in the amount of \$10.00;
4. Replacement Membership Directory \$25.00 (if available)

Dated

Signature of Employee (Transferee)

Print Name of Employee (Transferee)

Signature of Employer

Name of Employer

Title

(Employer, please make a copy for your files)