

Completing Your Contribution Form

Do:

- Use Contribution Report Form mailed to you
- Submit contribution report if NO hires for the month
- Write laborers' SSNs and DOBs clearly
- Inactivate mailing of reporting forms if no longer employing laborers
- Verify contribution columns added accurately
- Mail contribution reports/payment to BANK
- Report prior month adjustments on separate sheet and send it to the Trust Fund Office.

Do Not:

- Copy a previous report to use; it has a unique number that is only valid once. If you need to report additional hours for a previous period or need a supplemental report, contact the Trust Fund Office.
- Create your own report for submission - rather use the one sent to you by the Trust Fund as it has a unique identifying number.
- Send payment by certified mail

Delinquency Notice

Employer contributions are due the 15th each month. If the monthly contributions or reports are not received or postmarked by the 25th, contributions are considered delinquent. Each month, as the 25th nears, the Fund will issue a Delinquency Notice that lists the report period missed. If you receive a Delinquency Notice, but are certain that the report was mailed on time, the report and notice likely crossed in the mail. If this is the case, call the Employer Services department to confirm receipt of your report.

If you did not employ any Laborers for the period listed on the Delinquency Notice, simply sign it where indicated and return to the Fund Office via mail or fax **707-864-5856**. If your report is not yet mailed, please do so immediately. Remember, contributions received late are subject to liquidated damages and interest. To avoid a Delinquency make certain that the contribution form and report are submitted on time and completed accurately.

Knowing your Sub Contractors

When you are utilizing sub-contractors on your project, we ask that you contact the Fund Office to obtain a release or status letter for the subcontractor prior to releasing payments to them.

If you submit the sub-contractors certified payroll records for the project, we are able to audit and confirm if all of the worked hours have been reported to the Fund Office and all if all of the due contributions have been paid by the sub-contractor.

Remember, under the Laborers Master Agreement, the General Contractor has the primary obligation for performance of all conditions of the Master Agreement by your sub-contractors, including the payment of fringe benefit contributions to the Trust Funds.

We appreciate the work relationship that exists between the employers and the Fund Office and make this request to help protect the interest of your company and the Trust Funds, as well as the benefits of the laborers working on your projects.

Trust Fund Mailing Calendar

Discrepancy & Liquidated Damages Statements:

10th - 12th of each month

Reporting Forms:

23rd - 25th of each month

Delinquency Notices:

22nd - 25th of each month

February 6, 2020

OFFICIAL NOTICE

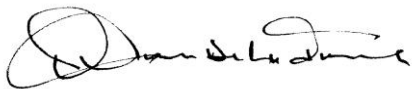
According to Section 28E – Wage and Fringe Benefit Increase of the 2018-2023 Laborers' Master Agreement the Union may elect at its option to allocate each increase to any or all of the following: Wages, Health and Welfare, Pension/Annuity, Vacation-Holiday-Dues Supplement, Training-Retraining/Apprenticeship or Laborers-Employers Cooperation and Education Trust (L.E.C.E.T.). Therefore, effective June 29, 2020, a one dollar ninety-five cents (\$1.95) per hour wage and fringe benefit increase will be allocated as follows:

June 29, 2020 – Wage and Fringe Benefits Allocation:

Wages	additional	\$1.01 per hour
Health and Welfare	additional	\$0.50 per hour
Annuity	additional	\$0.41 per hour
Industry Stabilization Fund	additional	\$0.03 per hour
Total	additional	\$1.95 per hour

The additional \$0.25 per hour allocation to Annuity, effective June 25, 2018, remains in effect for Individual Employers who did not extend the agreement.

Sincerely,



Oscar De La Torre
Business Manager
Northern California District Council of Laborers

ODLT:asa



Laborers Funds Administrative Office of Northern California, Inc.

220 Campus Lane, Fairfield, CA 94534-1498 | Telephone: 707-864-2800 or 800-244-4530

IMPORTANT ANNOUNCEMENT FOR SPECIAL PLAN EMPLOYERS

January 6, 2020

To: All Special Plan Employers

Re: Special Plan for Active Employees
Contribution Rates for February 1, 2020 through January 31, 2021

SPECIAL PLAN FOR ACTIVE EMPLOYEES

Current Rates
February 1, 2019 – January 31, 2020

Medical	\$ 1,118
Dental	\$ 84
Vision	\$ 8
Total	\$ 1,210

New Rates
February 1, 2020 – January 31, 2021

Medical	\$ 1,181
Dental	\$ 88
Vision	\$ 8
Total	\$ 1,277

Contribution rates for all Special Plan Employers (regardless of when the Agreement was signed) will be subject to change **each February 1st for coverage in April.**

If there should be any questions concerning this announcement, please let me know.

Cordially,

Byron C. Loney
Fund Manager

BCL:jb

Welcome to the Employer Services Help Desk.

To log in please [click here](#) and give it a try.

You will find it easy to use and convenient.

Raise a request

URL for customers: <https://employerservices.norcalaborers.org:8443/servicedesk/customer/portal/1>

Employer Services

Welcome! You can raise a Employer Services request from the options provided.

Status Letter or Release...

Account Maintenance

Employer Portal Assistance


Submitting a Contributio...

Audit Assistance

Reciprocity


Subcontractors

LTC Requests




Status Letter Request

I need a current status letter showing our account is paid in full for a specific month/year.



Conditional Release Request

I need a conditional release requesting payment for a specific project and month.



Unconditional Final Release Request

I need an unconditional final release showing that a project has been paid in full.

Have additional questions?

Please contact us by phone at (707) 863-3480.

www.ARnorcalaborers.org



Employer Portal (On-line Reporting)
Visit us at www.lfao.org to sign up

Click on Employers, scroll down to Reporting & Portal where you will find guides and instructions to download.



Reporting On-line is easy and quick. Just a few clicks and your reports are uploaded.

TO SIGN UP

- Contact one of our Portal Assistance Guides for an Invitation Code at **707-863-3480 extensions: 8267, 8269 and 8263.**
- Once you have your invitation code please go to www.lfao.org.
- Click on Employers, select Employer Portal and sign-up by completing the online profile.
- Begin reporting.



Laborers Funds Administrative Office of Northern California
220 Campus Lane, Fairfield CA 94534 | (707) 863-3480

