



THE EMPLOYERS' ASSOCIATION

5570 Executive Parkway, SE ✧ Grand Rapids, MI 49512
 www.teagr.org ✧ 616.698.1167 ✧ fx. 616.698.6624

Membership Update

The Employers' Association is pleased to include your firm among our co-operative membership. The Association staff wants to do all within reason to provide the management services you need to guide your important decisions in employee-employer relations. To deliver these services, we need current information about you, your services and/or products and your personnel. We appreciate your assistance in completing this form promptly and returning it to the Association's office.

Company Name	
Mailing Address	
City, State, Zip	
Street Address	
Phone	Fax
Web site	Total Employees
Primary Services/Products	

To ensure that Association mailing lists, survey questionnaires and reports, special reports, general mailings, and emails are directed to the appropriate manager, please complete the following information.

	Name	Title	Phone	Email address
Chief Executive - CEO/President				
Human Resource Executive				
Receives survey questionnaires				
Receives survey results				
Training Administrator				
Receives training confirmations				
Provides payroll data				
Receives dues/invoices				
Receives Executive Update (newsletter)				
Receives notices of:				
Human Resource Group (HRG) meetings (SHRM Chapter)*				
Safety Round Table meetings				
Human Resources Round Table meetings				

Authorized Signature	Title
Print Name	Date

* Membership in The Employers' Association entitles your Human Resources Manager/Administrator the opportunity to belong to the Human Resources Group (HRG), a local chapter of SHRM. TEA members may join HRG for a nominal administrative fee, renewable annually. Contact our office for more information about HRG.

(Please fax completed membership update to (616) 698-6624 or save file and email to lhoffman@teagr.org.)

"To Promote and Preserve Sound Employer-Employee Relations"