

IEA-NEA MONTHLY DUES STATEMENT

The monthly statements are sent to each local's "membership contact." This person is responsible for either paying the bill or forwarding it to the correct individual for payment. **A separate bill is not sent to the local Treasurer.** Since dues are the financial lifeblood of the IEA, it is critical that we have the correct name and address for each local's "membership contact." Otherwise, the bills will go to the wrong person and may not be paid on time. This causes cashflow problems for the IEA and potentially causes penalties and other issues for the local. **If your local's statement is being sent to the wrong person, please provide Membership Processing with the name and address of the correct contact person as soon as possible.**

The top part of the statement serves as a payment stub. The local should return this stub along with the appropriate payment to the IEA, PO Box 3384, Springfield, IL 62708. As noted below, the "Minimum Dues/Fees Due" shown on the payment stub does NOT include amounts that have been pledged for the NEA's political action fund (NEA FCPE). If you wish to include FCPE payments along with your regular dues check, you can write in the dollar amount on the stub as shown on the attached example, and pay the combined amount with one check. If you wish to pay FCPE separately, you should indicate "FCPE" in the memo section on the check. Otherwise the check will be applied to your regular dues balance.

Each month, you should pay the "Minimum Dues/Fees Due" PLUS any FCPE that has been collected. You should write the total of these two figures in the shaded area of the payment stub, and enclose a check as discussed above. Amounts due as late payment penalties are included in the "Minimum Dues/Fees Due" figure shown on the payment stub. To assist with our bookkeeping and minimize any reconciliation issues at the end of the year, if you are paying a penalty as part of the monthly remittance, you should write in the amount of penalty being paid as shown in the example. This seems like an unnecessary step, and it is, but we have not been able to get NEA to format the statement so that it's more user-friendly.

To recap for the payment stub: on the attached example, the local is paying \$8,324.38. This includes the dues payable (\$8,267.20), the penalties accrued (\$46.18), and \$11.00 in FCPE. By separating out the penalties and FCPE as shown, these amounts will be applied to the account correctly. If the local just sent \$8,324.38 with no detail, the entire amount would be applied to the dues payable and at the end of the year it would appear that the local had overpaid its dues and underpaid the penalty and FCPE. This would not be a drastic problem, but it would be confusing and is easily avoidable.

Beginning in the top left-hand section of the main body of the statement, the amounts listed are:

The “Net Obligation” is the total amount due from the local for dues for the current year, plus amounts that have been pledged by members for FCPE. You should verify these figures regularly by comparing the detailed billing roster (which is sent along with the billing statement every other month) to your own records as well as to the detailed dues deduction register that the employer should be providing along with the check for dues withheld every pay period. A sample copy of a billing roster is attached.

The “YTD Payments Received” is self-explanatory. Note that this figure is broken out between regular dues and FCPE, so you can tell if previous payments have been applied correctly. When the billing roster is sent, the last page of the roster includes a list of all payments that have been received for the year, which should agree with the “YTD Payments Received.”

The “Balance Payable” is just the difference between the net obligation and the YTD payments. This figure tells you how much remains to be paid over the course of the year. It does not include amounts due for penalties.

The next four boxes are just informational items to help explain the change between the previous month’s “Balance Payable” and the corresponding figure for the current month. This information is not necessary in terms of understanding the amount due for the current month.

The “Previous Month’s Balance” is the “Balance Payable” for the prior month. The “Current Month Obligation Change” reflects the dues impact of membership changes processed in the current month- new members, “drops,” etc. “Current Month Payments” is self-explanatory. The “New Balance” is the previous balance, plus or minus any changes in the obligation, minus the current month payments. Again, all four of these boxes are just informational.

The next box shows the amount of late payment penalties that have accrued to date. Locals are assessed a penalty of 2% per month on balances over 30 days old.

“Of the Amount on Right, This Part is Past Due”: see next section for explanation. **If an amount is shown in this box, it is important to make sure that payments are “caught up” as soon as possible, to avoid penalties and other problems associated with late payment.**

“Due per Transmittal Schedule”: Payments of dues are required according to this schedule:

November 1	10% of obligation	December 1	20%
January 1	30%	February 1	40%
March 1	50%	April 1	60 %
May 1	70%	June 1	80%
July 1	90%	August 1	100%

Since the obligation for almost all locals fluctuates from month to month (due to new members, departing members, etc.), the amount payable for dues will fluctuate as well. Note that the amount in this box does NOT include any amounts pledged for FCPE. The “Due per Transmittal Schedule” on the attached example is computed as follows:

Obligation (dues only)	\$20,668.00
Percentage due by June 1	80%
Total due by June 1	\$16,534.40
“YTD Payments Received”	<u>\$ 8,267.20</u>
“Due per Schedule”	\$ 8,267.20

As of May 1, this local has paid 40% of its annual obligation (\$8,267.20/\$20,668.00); according to the transmittal policy, it should have paid 70%. Therefore, 30% (70%-40%) of the annual obligation (\$6,200.40) is past due.

The “Minimum Amount Now Due...” is the “Due per Transmittal Schedule” plus any applicable late payment penalties. In the attached example, the \$8,313.38 consists of the dues payable (\$8,267.20) plus the penalties (\$46.18). Again, this does NOT include amounts payable for FCPE.

If your local has not yet paid its obligation for the prior membership year, you will receive a copy of this statement as well. You will be able to identify these because the membership year at the top of the statement (in the middle) will be highlighted. An example is attached. **Prior-year balances represent a serious situation and they should be resolved as soon as possible.**

If you have questions about other aspects of the monthly billing statement, please contact Membership Processing. Thanks.

FRBL0150
 ILLINOIS EDUCATION ASSOCIATION-NEA
 100 EAST EDWARDS STREET
 SPRINGFIELD IL 62704

05-06

STATEMENT AS OF: 04/28/2006
 PAYMENT DUE BY : 06/01/2006

ID: [REDACTED]

MINIMUM DUES/FEEES DUE: \$ 8,313.38
 PLUS: NEA FCPE 11.00
 PLUS: Penalty 46.18

TOTAL REMITTED

8,324.38

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

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ILLINOIS EDUCATION ASSOCIATION-NEA

ID [REDACTED]

STATEMENT AS OF: 04/28/2006

ACCOUNT SUMMARY

TOTAL 05-06	NET OBLIGATION	05-06	YTD PAYMENTS RECEIVED	ANNUAL 05-06	BALANCE PAYABLE
Dues/Fees	: \$ 20,668.00		\$ 8,267.20	\$	12,400.80
NEA FCPE	: \$ 11.00		\$ 0.00	\$	11.00
TOTAL	: \$ 20,679.00		\$ 8,267.20	\$	12,411.80

PREV MONTH'S BALANCE	+CURR MONTH OBLIG CHANGE	-CURR MONTH PAYMENTS	=NEW BALANCE
Dues/Fees: \$ 12,400.80	\$ 0.00	\$ 0.00	\$ 12,400.80
NEA FCPE : \$ 11.00	\$ 0.00	\$ 0.00	\$ 11.00
TOTAL : \$ 12,411.80	\$ 0.00	\$ 0.00	\$ 12,411.80

PRIOR PENALTY BAL : \$ 18.58	OF THE AMOUNT ON RIGHT, THIS PART IS PAST DUE	DUE PER TRANSMITTAL SCHEDULE:	
CURRENT PAYMENTS : \$ 0.00		ALLINCLV : \$ 8,267.20	
CURRENT ASSESSMENT : \$ 27.60			
NEW PENALTY BALANCE: \$ 46.18			
	\$ 6,200.40	TOTAL : \$ 8,267.20	

MINIMUM AMOUNT
 (INCLUDES DUES, FEES, ARREARS, PENALTY)

NOW DUE TO BE CURRENT WITH SCHEDULE : \$ 8,313.38
 DUE BY : 06/01/2006

BILLING STATEMENT DETAIL
SUMMARY PAGE

OBLIGATION SUMMARY

PAYMETHOD	NEA	SEA	LEA
ALLINCLV	NEA Dues	IEA Dues	
	AC-1-100	AC-1-100	
	5,180.00	14,689.00	
	37	37	
	AC-1-50	AC-1-50	
	73.00	209.00	
	1	1	
	FP-1-100	FP-1-100	
	140.00	377.00	
	1	1	
	<u>5,393.00</u>	<u>15,275.00</u>	
	39	39	
	NEA FCPE		
	AC-1-100		
	11.00		
	2		
	<u>11.00</u>		
	2		

BALANCE SUMMARY

	PREVIOUS BALANCE	NET CHANGE IN OBLIGATION	CURRENT PAYMENTS	NEW BALANCE
ALLINCLV				
Dues/Fees :	\$ 12,400.80	\$ 0.00	\$ 0.00	\$ 12,400.80
NEA FCPE :	\$ 11.00	\$ 0.00	\$ 0.00	\$ 11.00
TOTAL :	\$ 12,411.80	\$ 0.00	\$ 0.00	\$ 12,411.80

PAYMENT SUMMARY *

PAYMETHOD	REF #	REF DATE	AMOUNT	DESCRIPTION
ALLINCLV	416	12/15/2005	\$ 3,000.00	
ALLINCLV	417	02/10/2006	\$ 5,267.20	

→ PAYMENTS NOT MADE MONTHLY

OBLIGATION ADJUSTMENT SUMMARY

PAYMETHOD	DATE	FUND	AMOUNT	DESCRIPTION
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PERCENTAGE DUE PER TRANSMITTAL SCHEDULE

ALLINCLV 80.00 %

BILLABLE PARTY

USER ID

PAYMENT METHOD

ALLINCLV

BILLING STATEMENT DETAIL

MEMBER NAME	NEA	SEA	LEA
ID	TYPE/FUND	TYPE/FUND	AMOUNT
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001989570	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001958119	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0004852443	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001892399	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
M 0005445715	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001961836	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0005970514	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
M 0004654939	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001906401	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001952019	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
R 0001930445	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001961835	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001985657	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001974941	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001908342	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0001952007	140.00	397.00	
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	537.00
0004852450	140.00	397.00	

CANCELLED MEMBERS WITH OBLIGATION

TOTAL			
NEA Dues	5,393.00	IEA Dues	15,275.00
NEA FCPE	11.00		
	5,404.00		0.00
		15,275.00	20,679.00

BILLABLE PARTY

USER ID

PAYMENT METHOD

ALLINCLV

BILLING STATEMENT DETAIL

MEMBER NAME	NEA	SEA	LEA
ID	TYPE/FUND	TYPE/FUND	TYPE/FUND
	AMOUNT	AMOUNT	AMOUNT
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0005011059	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001902324	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001994405	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues NEA FCPE	Active Cert FT IEA Dues	
0005161596	140.00 1.00	397.00	538.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0002493175	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001906499	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0003954200	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues NEA FCPE	Active Cert FT IEA Dues	
0003119873	140.00 10.00	397.00	547.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0004052299	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001966861	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0004654931	140.00	397.00	537.00
[REDACTED]	Active Professional 50% NEA Dues	Active Cert HT IEA Dues	
0005970523	73.00	209.00	282.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001904711	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001961837	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001908404	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0004534482	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001929869	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0004052299	140.00	397.00	537.00
[REDACTED]	Agency Fee Professional FT NEA Dues	Agency Fee Cert FT IEA Dues	
0004534535	140.00	377.00	517.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0004654936	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0004654937	140.00	397.00	537.00
[REDACTED]	Active Professional FT NEA Dues	Active Cert FT IEA Dues	
0001985370	140.00	397.00	537.00

FRBL0150
 ILLINOIS EDUCATION ASSOCIATION-NEA
 100 EAST EDWARDS STREET
 SPRINGFIELD IL 62704

04-05

STATEMENT AS OF: 03/31/2006
 PAYMENT DUE BY : 08/01/2005

7
PRIOR YEAR

ID: [REDACTED]

MINIMUM DUES/FEEES DUE: \$ 37.25
 Plus: NEAFCPE
 Plus: Penalty

MEMBERSHIP CONTACT
 [REDACTED]

TOTAL REMITTED [REDACTED]

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

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ILLINOIS EDUCATION ASSOCIATION-NEA

STATEMENT AS OF: 03/31/2006

ID: [REDACTED]

ACCOUNT SUMMARY

TOTAL 04-05	NET OBLIGATION	04-05	YTD PAYMENTS RECEIVED	ANNUAL 04-05	BALANCE PAYABLE
Dues/Fees	: \$ 10,965.25		\$ 10,930.80	\$	34.45
NEA FCPE	: \$ 40.00		\$ 0.00	\$	40.00
TOTAL	: \$ 11,005.25		\$ 10,930.80	\$	74.45

PREV MONTH'S BALANCE	+CURR MONTH OBLIG CHANGE	-CURR MONTH PAYMENTS	-NEW BALANCE
Dues/Fees:\$ 34.45	\$ 0.00	\$ 0.00	\$ 34.45
NEA FCPE :\$ 40.00	\$ 0.00	\$ 0.00	\$ 40.00
TOTAL :\$ 74.45	\$ 0.00	\$ 0.00	\$ 74.45

PRIOR PENALTY BAL :\$ 2.34	OF THE AMOUNT ON	DUE PER TRANSMITTAL SCHEDULE:
CURRENT PAYMENTS :\$ 0.00	RIGHT, THIS PART	ALLINCLV : \$ 34.45
CURRENT ASSESSMENT :\$ 0.46	IS PAST DUE	
NEW PENALTY BALANCE:\$ 2.80		
	\$ 34.45	TOTAL : \$ 34.45

MINIMUM AMOUNT
 (INCLUDES DUES, FEES, ARREARS, PENALTY)
 NOW DUE TO BE CURRENT WITH SCHEDULE : \$ 37.25
 DUE BY : 08/01/2005