



District 1

December 9, 2024

Donald E. Blatt
District Director
Teresa M. Cassady
Assistant Director

TO: District 1 – Sub-District 1 Local Union Presidents, Recording Secretaries, Financial Secretaries and Treasurers in the Cleveland, Ashtabula, Warren, Niles and the Youngstown Areas

Dear Brothers and Sisters:

Please be advised that the Financial Workshop for filing of the LM-3 reports, the LM-4 reports, the 990 and 990EZ forms is being held for the above-noted areas in Sub 1 on **Friday, February 14, 2025** at:

**USW LU 979 HALL
(DAVE McCALL HALL)
3421 INDEPENDENCE ROAD
CLEVELAND, OH 44105**

As a reminder, **ALL LOCAL UNIONS are required to file their LM reports electronically.** Each Local is required to attend the workshop and this year in particular the Financial Secretary of each Local is highly encouraged to be one of the attendees. Please note that if your Local was cancelled and / or merged, it is still your responsibility to file these terminal reports. If you are the Financial Secretary of an amalgamated Local and you had units amalgamated into the parent Local, it is the responsibility of the parent Local to make sure all of the terminal reports have been filed. **To prepare for your upcoming class, enclosed please find a list of required materials that you must bring to the workshop.**

Registration will begin at 8:00 am. There is no fee to attend the workshop, but in order to make proper seating and luncheon arrangements, the enclosed form should be returned no later than January 28, 2024. As usual, all lost time and expenses must be borne by the Local Union.

Should you have any questions regarding the upcoming Financial Workshop, please contact Terri Niese in the Mansfield Office at 419-529-8792.

In solidarity,

Donald E. Blatt
District 1 Director

Enclosures

c: Alvin Herdt, Director of LU Services
Tom Kutlus, Int'l. Auditor
Paula McLuckie
Teresa Cassady, Assistant Director
James Walker, Sub-District 1 Director
Terri Niese, Support Staff
Sub 1 Staff and Support Staff

United Steel, Paper and Forestry, Rubber, Manufacturing, Energy, Allied Industrial and Service Workers International Union