

## association of university and college employees

31 January 1984

Dear

Any time you act as a steward could you fill out the attached report and return it to the Union Office for our information. Steward manuals are available in the office. If you need one, indicate this to us and we will send it to you.

Do contact the Union Office whenever we can be of assistance to you.

Sincerely,

for Patricia House

Secretary/Treasurer

AUCE, Local 1

PH:rr

Encl.