

SECTION 36 - VOLUNTARY CONTRIBUTIONS: APFA PAC

A. APFA PAC CONTRIBUTIONS

1. The Company shall provide a means for payroll deductions for any Flight Attendant who completes an APFA PAC Wage Deduction Authorization Card, as provided in Paragraph A.4.
2. The APFA shall bear the administrative costs, if any, incurred by the Company in processing and forwarding contributions to APFA PAC to the Union.
3. APFA PAC contributions shall be deducted from each regular paycheck and shall be remitted to APFA as soon as practical thereafter, but in no event later than thirty (30) calendar days after the date of the deduction.
4. APFA PAC Wage Deduction Authorization Card.
 - a. The Company shall deduct a contribution to APFA PAC from each regular paycheck of each Flight Attendant who voluntarily authorizes such contributions on a form provided for that purpose by the APFA. The APFA Office will be responsible for the recordkeeping and maintenance of the contribution forms.
 - b. All payroll deduction authorizations will be submitted through the APFA Office, which will provide to the Payroll Department of American Airlines, by the first business day of each month an electronic file reflecting the information from the cards being forwarded which will include employee name, employee number, and deduction amount. The Company will provide a file format to the APFA to use for the electronic submission. The APFA Office will also send copies of the contribution forms to the Payroll Department of American Airlines, however the APFA will maintain the original form's image and ensure the electronic document is reflective of the elections on the forms.
 - c. Any revocation of such deduction authorization must be in writing and signed by the Flight Attendant. All payroll deduction revocations will be submitted through the APFA Office, which will provide to the Payroll Department of American Airlines, by the first business day of each month an electronic file reflecting the information from the cards being forwarded which will include employee name, employee number, and date submitted. The Company will provide a file format to the APFA to use for the electronic submission.
 - d. All deductions will be made in accordance with applicable laws.