

YOU MUST ALSO SEND A COPY OF THIS LETTER TO THE SCHOOL DISTRICT  
(ADDRESS BELOW)

Douglas County School District  
1638 Mono Ave  
Minden, NV 89423

July 1, 2018

Douglas County Professional Education Association  
1329 US Highway 395 #10-131  
Gardnerville, NV 89410

To whom it may concern:

I, **FULL NAME**, am employed by the Douglas County School District in Douglas County, Nev. This is my formal notice that I want the DCSD to discontinue payroll deductions for the DCPEA and all affiliated unions from my paycheck for the 2018-2019 school year and beyond.

If you refuse to accept this letter as both an effective resignation and an immediate effective dues check-off revocation, I ask that you promptly inform me in writing of exactly what steps I must take to effectuate my resignation of the dues check-off authorization. More specifically, if you contend that I must meet a “window period” in order to revoke my dues check-off authorization, I ask that you promptly send me a copy of the actual dues deduction authorization form that I signed and also tell me specifically what window period dates I must meet in order to revoke the dues check-off authorization.

Pursuant to all applicable labor laws, neither you nor my employer may take any adverse or retaliatory action against me for submitting this resignation.

Sincerely,

**NAME**

**SOCIAL SECURITY NUMBER (last four digits, optional)**

**ADDRESS 1**

**ADDRESS 2**

CC: Douglas County School District