



**NOTICE TO ALL MEMBERS  
MARCH 16, 2020**

**Due to the Coronavirus COVID-19, for your safety and the safety of our staff, the Union and Fund offices will only be available by phone or appointment until further notice. Know that we will be in the office working for you.**

**Again, we urge you NOT to come to the office unless you call in advance to make an appointment!**

**Our office hours during this crisis will be 8:00am – 2:00pm.**

**PLEASE....**

- . Update your contact information with the Union and supply us with your email address for quick updates.**
- . Update your contact information with the Fund offices.**
- . Confirm your home address with your company.**
- . Department of Education New York City companies have committed to mailing your checks unless you have direct deposit.**
- . If you are not employed with a Department of Education New York City Company, we suggest you contact your company and ask how your paychecks will be processed.**

**Feel free to contact your shop steward or your delegate via telephone, by text or email. Your delegates and shop stewards will be available to answer any questions or concerns you may have.**

**We are gathering information from the MTA, DOE, School Districts and should have a full and accurate report for you by Tuesday or Wednesday.**

**As we get information, we will make it available to you on our website; [atu1181.org](http://atu1181.org); or our Facebook page: [atulocal1181-1061](https://www.facebook.com/atulocal1181-1061). Be safe! Thank you!**

**In Solidarity,**  
  
**Michael Cordiello and the Executive Board  
ATU Local 1181-1061**