



# Official Drop Letter

Welcome to Professional Oklahoma Educators! We are so glad you are a POE member!

Please submit your separate completed application directly to the POE State Office.

**This letter may be sent to your school's payroll professional to:**

- **STOP** payroll deductions by either OEA or AFT
- **AUTHORIZE** payroll deductions for **Professional Oklahoma Educators (POE)**

State law requires schools to initiate or terminate payroll deductions within five (5) business days of receiving a written request or before the next pay period, whichever occurs first. [As required by Oklahoma Statutes Title 70, Section 5-139.]

First Name: \_\_\_\_\_ Middle Initial: \_\_\_\_\_ Last Name: \_\_\_\_\_ Suffix: \_\_\_\_\_

Mailing Address: \_\_\_\_\_ Apt. #: \_\_\_\_\_ City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

D.O.B. (mm/dd/yyyy): \_\_\_\_/\_\_\_\_/\_\_\_\_

School Name: \_\_\_\_\_

Date: \_\_\_\_\_

**ATTENTION Payroll Department:**

Name of School District: \_\_\_\_\_

**RE: Termination/Initiation of Payroll Deductions**

Dear Payroll Professional,

Please let this letter serve as a notice that I am dropping my membership with  OEA  AFT (please indicate which organization) **effective immediately**. I hereby revoke any authorization to deduct dues to this organization from my paycheck. I am joining **Professional Oklahoma Educators (POE)**.

Please accept this written authorization for you to deduct dues for Professional Oklahoma Educators (POE) from my paycheck.

Please make the following notifications within **fifteen (15)** business days as required by Oklahoma Statutes Title 70, Section 5-139:

- Notify my current organization (OEA or AFT) that I am **leaving** that organization.
- Notify **Professional Oklahoma Educators** that I am joining POE and beginning payroll deductions.

Sincerely,

**Signature:** \_\_\_\_\_

**Print Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

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Email us at [membership@APOE.org](mailto:membership@APOE.org) or visit us at [www.APOE.org](http://www.APOE.org).