

Pipe Trades Services MN
4461 White Bear Parkway Suite 1
White Bear Lake, Minnesota 55110

Phone # : 651-645-4540

FRINGE BENEFIT REPORT

This Fringe Benefit Report is DUE BY THE 15th of each month. Payments and reports RECEIVED AFTER THE 20th will be assessed liquidated damages at the following rates:

- 1-10 days late = 3% of total fringes paid
- 11 or more late = 10% of total fringes paid

Benefit checks received within 3 business days of the End-of-Month closing dates as posted on the PTSMN Website (www.ptsmn.org) must be paid with a **cashier's check** in order to be processed within that month.

To complete this form:

1. Enter the HOURS worked for each employee during the month being reported (you may use Payroll Periods if you prefer).
Note: The new billing form has detail columns for STD Hours, OT Hours, DT Hours and SHIFT hours (where applicable). Please fill in the hours worked by type of hours in their appropriate column.
2. Enter this total fringe contributions amount in each worker's TOTAL CONTRIBUTIONS column.
3. Total the detail columns for STD Hours, OT Hours, DT Hours, SHIFT hours (where applicable) and TOTAL CONTRIBUTIONS
And complete the REPORT TOTAL SUMMARY.
4. Add any shortages or liquidated damages from prior months. Include a copy of any variance notice(s) with your payment.

IMPORTANT NOTE:

This pre-listed report reflects only those employees reported the previous month. If the pre-listed report does not accurately reflect the employees working for you during the month being reported, the following action should be taken:

DELETE - The names of employees who have left your employment by lining out their name.

ADD - New employees by entering the name, last four digits of the social security number, trade classification, rate, and total hours below the pre-listed names.

CHANGE - To any information on the report should be entered in ink beside the field to be changed (i.e., new trade codes).

- After completing the form, please make a photocopy of the report for your records, mail the original along with your **check made payable to Pipe Trades Services MN**, 4461 White Bear Parkway, Suite 1, White Bear Lake, MN 55110.
- If you have any questions concerning the completion of this report, refer to the working agreement with the Local Union, contact the Local Union or call the Fund Office at (651) 645-4540.

-For questions you can also go to our WEBSITE at WWW.PTSMN.ORG and click the EMPLOYERS button.
-From the Employers Page you can EMAIL questions to FRINGE@PTSMN.ORG.
-For current and past RATE information click the item labeled '**Click Here for Fringe Benefit Rates and Information**'.

Pipe Trades Services MN

Fringe Benefit Report

Employer:
Area:
Tax ID:
Phone:
Fax:

Pay Period From
Pay Period Thru

Receipt NO.
Liquidated Damages If Received After:
For Month Ended:
H&W Month Ended:

Employee Name	SSN	Trade	Local	Rate	STD Hours	OT Hours	DT Hours	SHIFT Hours	Total Contributions
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Totals: _____

Pipe Trades Services MN

Fringe Benefit Report

Employer:		Receipt No.
Area:		Liquidated Damages If Received After:
Tax ID:	Pay Period From	For Month Ended:
Phone:	Pay Period Thru	H&W Month Ended:
Fax:		

Report Summary:

Trade		Rate	STD Hours	OT Hours	DT Hours	SHIFT Hours	TOTAL Contribution
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____
Grand Totals:			_____	_____	_____	_____	_____

I certify the above is a true and complete report of hours worked and that the contributions reflected above are made in conformity with the provisions dealing with contributions to the Funds in the Collective Bargaining Agreement between the Union and Employers who executed the agreement and the Declaration of Trust establishing the Funds

Signature _____ Title _____

Date _____ Check here if there will be no hours to report next month _____