



NUEA Building Representative Activity Recognition Form Guidelines

Recognition Amounts	
90-135 points	Standard - \$100 Gift Card
140-200 points	Bonus Level 1 - \$150 Gift Card
200 points or more	Bonus Level 2 - \$200 Gift Card

1. The intent statement on the form must be completed in August or September.
2. The building representative is responsible for maintaining the form throughout the year.
3. The building rep will submit his or her points using the electronic form on or prior to April 30. The building rep will indicate all activities and events with honesty and integrity. He or she will certify that all of the information on the form is accurate to the best of his or her knowledge. Any information that is intentionally misleading will result in the forfeiture of the current recognition and all future NUEA point-based or longevity-based recognitions.
4. Keep in mind that total earnings (including all gift cards, stipends, and bonuses) paid to you by the NUEA are reportable to the Internal Revenue Service if they gross over \$600.
5. Point values and eligible activities may be changed by the Representative Assembly.