PUBLIC EMPLOYMENT RELATIONS COMMISSION
112 Henry Street NE, Suite 300, Olympia WA 98506
PO Box 40919, Olympia WA 98504-0919
Phone: 360.570.7300 | Fax: 360.570.7334
Email: filing@perc.wa.gov | Web: www.perc.wa.gov

REPRESENTATION PETITION

Print Form

☐ Amended Petition in Case # _____

Applicable Rules: Chapters 10-08, 391-08 and 391-25 WAC

PARTIES Include information for all parties involved.

EMPLOYER _____
Contact _____
Address _____
City, State, ZIP _____
Telephone _____ Ext. _____
Email _____

PETITIONER _____
Contact _____
Address _____
City, State, ZIP _____
Telephone _____ Ext. _____
Email _____

CURRENT BARGAINING REPRESENTATIVE
(If one exists) _____
Contact _____
Address _____
City, State, ZIP _____
Telephone _____ Ext. _____
Email _____

TYPE OF REQUEST Select One. The petitioner requests:

◯ **RECOGNITION** to be certified as the representative of employees currently unrepresented.

◯ **CHANGE OF REPRESENTATIVE** to be certified as the representative of employees currently represented by another organization.

◯ **DECERTIFICATION** to no longer be represented by the current organization.

◯ **INCLUSION OF UNREPRESENTED EMPLOYEES** to have a group of employees added to an existing bargaining unit as described in WAC 391-25-440.

◯ **EMPLOYER PETITIO**N a determination by the commission according to WAC 391-25-090.

BARGAINING UNIT

Description of Bargaining Unit: Indicate inclusions / exclusions

Department or Division _____

Number of Employees in Unit _____

Collective Bargaining Agreement
If one exists, the bargaining unit's most recent collective bargaining agreement must be filed with this petition.

Contract Expiration Date: _____

OTHER RELEVANT FACTS

☐ Additional information relating to the proposed bargaining unit is attached.

SHOWING OF INTEREST

The petition must be filed with a showing of interest indicating support of at least 30% of the employees in the bargaining unit.
The showing of interest cards are confidential and are ONLY filed with PERC.

AUTHORIZED SIGNATURE FOR PETITIONER

Print Name _____ Telephone _____ Ext. _____
Title _____ Email _____
Address _____
City, State, ZIP _____ Signature _____ Date _____

INSTRUCTIONS FOR FILING A REPRESENTATION PETITION **(Do not file this sheet with PERC)**

COMPLETING THE FORM

- Provide contact information for parties and signing petitioner.
- Indicate the type of request.
- Describe the bargaining unit, including the division or department and number of employees.
- **ONLY** include the showing of interest cards with the petition to PERC. **Do not provide copies of the cards to other parties.**

TIMING FOR FILING

If you wish to organize a new bargaining unit or your contract has expired:

- A petition to organize and represent currently unrepresented employees can be filed at any time.
- If the contract has expired, a petition can be filed at any time, prior to the signing of a new contract.

If you wish to change representation or decertify:

Employees covered by a current contract must file a petition to decertify or change unions during a 30 day "window period." The 30 day window period is determined by the expiration date of the current contract.

- For employees under RCW 41.80, the window period begins 120 days and ends 90 days before the contract expires.
- For employees under all other statutes, the window period begins 90 days and ends 60 days before the contract expires.
- If PERC has issued a certification, no petition involving the same employees may be filed for 12 months from the date of the certification.

CASE REPRESENTATIVES

For the petitioner:

- The individual signing on behalf of the petitioner is considered the representative of that party.
- If the filing party intends to have another representative, that person must file a notice of appearance.

For other parties:

- Until a notice of appearance is received by PERC, only the non-filing party's chief executive officer as listed on PERC's notice of case filing document will be served with papers from PERC.

FILING AND SERVICE

Forms may be submitted by email attachment, fax, mail, or in person.

- Email to filing@perc.wa.gov
- Fax to 360.570.7334
- Mail to P.O. Box 40919, Olympia, WA 98504-0919
- Hand Deliver to 112 Henry St. NE, Olympia, WA 98506

Service is required on all parties to the case and is considered complete when it is received by email or put into the mail. A certificate of service is required to show when and to whom the document was sent. (A certificate of service can be found at perc.wa.gov/file-a-case).