

APPLICATION FOR RETROACTIVE PAY – PAST EMPLOYEES  
CIVIC SERVICE UNION 52

**IMPORTANT NOTICE: TO BE ELIGIBLE FOR RETROACTIVE PAY, THIS APPLICATION MUST BE RECEIVED BY CIVIC SERVICE UNION 52 ON OR BEFORE JULY 20, 2025. Applications received after this deadline will NOT be processed.**

Date of application:

Civic Service Union 52  
10212 – 112 Street  
Edmonton, AB T5K 1M4  
Phone: 780-448-8900 FAX: 780-479-7975  
Email: [info@csu52.org](mailto:info@csu52.org)

**Subject: Retroactivity Pay Application – Past Employees, City of Edmonton**

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In accordance with Article 7.02.02 of the Collective Agreement between the City of Edmonton (“City”) and Civic Service Union 52 (“CSU 52”), I am providing written notice of my application for retroactive pay from December 29, 2024 to \_\_\_\_\_ (date of termination).

My payroll number when employed with the City was:

Please process my retroactive payment and remit it via direct deposit to the account that was on record at the time I left employment with the City. (If your bank account information has changed, please cross out this section and attach a new direct deposit form or void cheque from your financial institution. *The City may perform an identity validation by contacting former employees whose banking information has changed.*)

If you have any questions, you can reach me at phone number:

My mailing address (for tax reporting purposes) is as follows:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Thank you,

Full Name:

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**Please send the completed application to CSU 52 by email at [info@csu52.org](mailto:info@csu52.org) or by fax to 780-479-7975.**

*Please be aware that if funds are owing to the City of Edmonton, they will be recovered from this payment.*