

# Employment Relations Board

## FILING A REPRESENTATION PETITION WITH ERB

1. Complete the representation petition form provided by ERB and check the box for "RC-- Certification of Representative."
2. Obtain a "showing of interest" from at least 30% of the people employed in the proposed bargaining unit. (A "showing of interest" is an indication that those employees are interested in being represented by a particular labor organization.) The showing of interest requirement may be met by submitting signed individual authorization cards or a sign-up form that has a statement (such as the following) and four columns:

We desire to be represented by [name of labor organization] for the purposes of collective bargaining with [name of public employer].

Employee Name (printed)

Employee Signature

Date Employee Signed

Employee Job Classification Title

1. To be valid, showing of interest authorization cards or sign-up forms must be signed and dated during the 90 days before the filing of the petition with ERB.
2. Mail or deliver the petition form and the showing of interest to:

Elections Coordinator  
Employment Relations Board  
528 Cottage Street NE, Suite 400  
Salem, Oregon 97302-3807

This is a brief description of the requirements for filing a representation petition with ERB. If you have any questions about representation cases, the petition form or other types of ERB cases, please call the

Elections Coordinator at (503)378-3807, ext. 246. E-mail [Sandra.Elliott@state.or.us](mailto:Sandra.Elliott@state.or.us)

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