LOCALLY FUNDED EMPLOYEES
GROUP OVERTIME AGREEMENT

1. It is agreed between:

   The Employees Listed on Part A Attached

   and

   The Alberta Conference of the Seventh-day Adventist Church (the "Employer")

   that either wholly or partly the Employer will provide and the employee will take time off with regular pay in place of overtime pay for those hours worked in excess of 8.0 hours in a day or 44 hours in a work week, whichever is greater. The work week is Sunday to Saturday.

2. The time off with regular pay in place of overtime pay shall be provided, taken and paid at the employee's regular wage rate at a time that the employee could have worked and received wages from the Employer.

3. The time off with regular pay shall be provided, taken and paid to the employee within 3 months of the end of the pay period in which it was earned, unless the Director of Employment Standards issues a permit providing for a longer period of time.

4. If the time off with regular pay instead of overtime pay is not provided, taken and paid in accordance with paragraph 2, the employee shall be paid overtime pay of at least 1.5 times the employee's regular wage rate for the overtime hours worked.

5. Time off in place of overtime shall be treated as hours of work and remuneration paid in respect to time off in place of overtime pay shall be treated as wages.

6. The Employer shall provide a copy of this agreement to the employee.

7. No amendment or termination of this agreement shall be effective without at least one month's notice in writing by one party to this agreement to the other.

I certify that the employees who have signed **Part B** attached to this form are the majority of the employees in the group described and named on **Part A** attached.

Dated this _____ day of _____ 20_____

Signed_____

For *The Alberta Conference of the Seventh-day Adventist Church*

GROUP OVERTIME AGREEMENT – PART A and PART B

Part A (To be completed by Employer)

Description of Group: All **Locally Funded Employees** [*Locally Funded Employees means those employees whose remuneration and benefits are funded by a local church or school*].

Following is a complete list of all employees who together form the group described above as of

_____ _____ _____

Day Month Year

TYPE OR PRINT NAMES LEGIBLY	TYPE OR PRINT NAMES LEGIBLY	TYPE OR PRINT NAMES LEGIBLY

Part B (To be completed by participating employees)

The employees whose signatures appear below wish to join the group overtime agreement attached to this form.

NAME	SIGNATURE	DATE