

REQUEST for HOURS RESEARCH

Ohio Laborers Benefits recognizes that in certain instances, a member may not have been credited for all hours worked. Although Ohio Laborers Benefits takes certain steps in an effort to minimize these occurrences, they may still happen. **If you have not been credited with all the hours you have worked, you can assist us in trying to collect monies for your pension and insurance benefits.**

For any time period in which you have been shorted hours, please review your records and supply any of the following information that you have.

Time Period: _____

Employer: _____

Name of Project: _____

Owner of Project: _____

Location of Project: _____

General Contractor: _____

In addition to the above information, please submit copies of your pay stubs or a payroll summary signed by the employer when possible. To protect our members if we are unable to collect, Ohio Laborers Benefits may be able to grant pension hours if sufficient documentation is received. *(W-2s, tax returns, and time cards are not sufficient proof of hours and cannot be used to grant pension hours. Additionally, handwritten pay stubs or pay stubs without the member's and employer's name printed on them will not be accepted. If the contractor has been audited by Ohio Laborers Benefits for the period of employment you are claiming, the findings of the audit will be honored.)* If you are not satisfied with the resolution of any hours discrepancies, please consult the Summary Plan Description for LDC&C Pension Fund of Ohio and the OLDC-OCA Insurance Fund for additional details regarding your appeal rights.

Please submit this form and pay stubs to:

**Ohio Laborers Benefits
Hours Research
800 Hillsdowne Road
Westerville, OH 43081-3302**

I attest that the above information and other documentation I am submitting are correct.

Name: _____ Social Security #: _____

Signature: _____ Date: _____