



## MUST CARD ORDER PROCEDURE

Fill out the Card Order/Replacement form with the required information. Please update the participants information in the MUST database. The card will be issued with the member's Employee ID (ex. A00000000). You may mail your order to the MUST Office or fax to 248-352-9814.

**sample**

\_\_\_\_\_  
CRAFT and LOCAL# (if applicable)

**PARTICIPANT:**

_____ Alpha Numeric Code or SS#	_____ First Name	_____ Last Name	
_____ Street Address	_____ City	_____ State	_____ Zip Code

Card Orders will be submitted to the printer every Friday morning. After the cards are printed, the completed order will be mailed to the MUST Office on the following Monday for distribution. Your members should receive their cards by the middle or end of the week.

*NOTE: There will be a \$5.00 fee for any replacement cards issued, effective November 1, 2005. Please make money order payable to: MUST*

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21353 Bridge Street · Southfield, MI 48033 · (248) 352-9810 · fax (248) 352-9814  
[www.mustonline.org](http://www.mustonline.org)