



# HAWAII CARPENTERS APPRENTICESHIP & TRAINING FUND

## REQUEST FOR REINSTATEMENT

Hawaii Carpenters & Drywallers Training Fund Center

### Requesting Reinstatement into the Apprenticeship Program

All requests must be submitted in writing to the following:

Joint Apprenticeship and Training Committee  
c/o Edmund Aczon, Director of Apprenticeship & Training  
1311 Houghtailing Street, Suite 201  
Honolulu, HI 96817

Your letter should be addressed to the JATC and have the following information:

- The reason why you were canceled or self-terminated from the program. Give a brief explanation of your situation at the time you left.
- The reason why you would like to be reinstated back into the apprenticeship program (i.e., your goals as an apprentice).
- Include your full name, last four digits of SSN, mailing address, telephone number, email address, and be sure to sign and date your letter.
- **The JATC will not be responsible for correspondence that is lost in the mail or for failed delivery via email. It is the applicant's responsibility to follow up with the apprenticeship office on the status of his or her request.**

Please be informed that the JATC does not have the authority to approve requests to rejoin the union, therefore we can only accept requests to be reinstated into the apprenticeship program. Your letter will be returned if not addressed correctly.