

# TO ALL CUPE LOCAL UNIONS

July 8, 2025

Dear Sisters, Brothers, and Friends:

Each year we receive enquiries concerning the determination of local unions' **delegate representation** to the CUPE national convention.

The number of credentials to which a local union is entitled is governed by Article 6.4 of the CUPE Constitution. **The number of credentials is based on the average number of individual members, full-time and part-time, for the twelve-month period between July 2024 and June 2025 as specified by Article 6.4 (b).**

At the time of issuing credentials on July 8, most local unions will have paid per capita up to April 2025 only. The number of credentials issued is therefore based on the average monthly membership reported between July 2024 and the last month for which we have received a per capita payment from your local.

As soon as a local's per capita payment for July 2025 is received at the national office, the number of credentials assigned to the local will be reviewed to determine whether an adjustment is necessary. **Because of monthly membership fluctuations, some locals may experience a reduction in average membership for the period, which would entitle them to fewer credentials than they initially received. In such a case, it is necessary for this office to cancel a credential.**

Similarly, some locals may experience an increase in average membership for the period, which would entitle them to more credentials than they initially received. Such additional credentials will be forwarded to the local union immediately upon receipt of the July per capita payment.

At the time of the national convention in October, per capita payments must be paid up to at least July 2025 for local unions wishing to seat delegates. **Possession of a credential does not guarantee seating at the convention if a local union's per capita is two or more months in arrears or any other outstanding amounts owing.** It is therefore the responsibility of the local and the delegate(s) to ensure that all payments to CUPE National are in order before they travel to Toronto to attend the convention.

I trust these explanations will assist you. Please do not hesitate to contact my office should you have any other questions concerning per capita or delegate representation at the forthcoming CUPE national convention.

I look forward to meeting your local's delegates in October.

In solidarity,



CANDACE RENNICK  
National Secretary-Treasurer

