

We are rolling out the ISAQR APP which is part of our new Union Manager software system. This app will enable you to update your address, contact information, review your certifications, and receive notifications from the Union Hall. *In addition, you will be able to pay your UA dues on the app.* Please take the time to download the ISAQR app and update your information. Moving forward, this will help the Union Hall improve communication with all our members.

Please follow the instructions below to download the ISAQR APP. You will then be able to update your information, and pay your dues through the app. Please do not hesitate to contact our Office Manager Cheryl Strickland at extension # 11 if you have any questions or need assistance.

1. Download the ISA QR app

- If you are an iPhone user, please download from the App Store
- If you are an Android user, please download from the Google Play Store

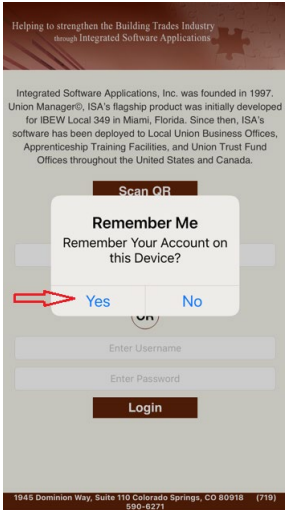


2. Tap Scan QR and scan the QR Code on the back of your UA Card

- You may also enter your Username AND Password. Your Username is the QR number located at the bottom right of your UA Membership Card. Your Password will be the last 4 digits of your social security number.

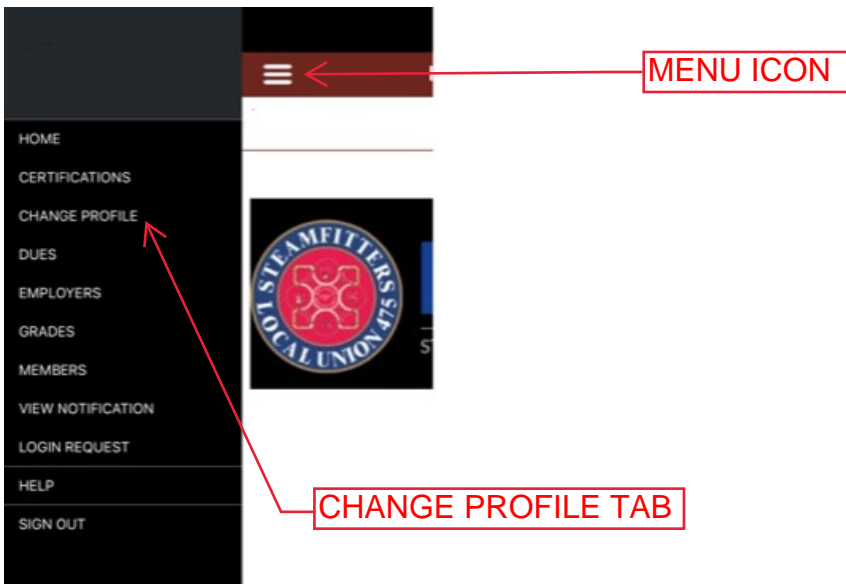
The image is a composite showing the ISAQR app interface on the left and a UA membership card on the right. The app interface has a header with the text "Helping to strengthen the Building Trades Industry through Integrated Software Applications". Below this is a paragraph of text about Integrated Software Applications, Inc. The interface has two main sections: "Scan QR" with a radio button and "OR" with a radio button. The "Scan QR" section has an "Enter Code" field and a "Proceed" button. The "OR" section has "Enter Username" and "Enter Password" fields, and a "Login" button. The membership card on the right has a "MEMBER SIGNATURE" line, the text "THIS CARD IS THE PROPERTY OF THE UNITED ASSOCIATION.", a "Print Date" of "10-14-2022", a QR code, and a URL "https://traveler.uanet.org/Lookup?qr=XXXXXXXXXX" at the bottom right. Red arrows point from red boxes labeled "QR CODE" and "QR NUMBER" to the QR code and the URL on the card, respectively. A red arrow also points from the "Scan QR" button on the app to the QR code on the card.

3. If you want to stay logged into the app, tap on Yes to remember this device.

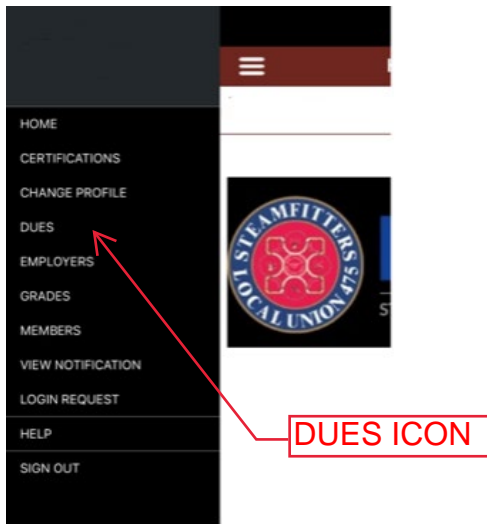


4. Tap on the Menu icon.

- Tap on *Change Profile*. This will take you to the screen where you can change your address and contact information. If you wish to opt out of receiving text messages, you may check the *opt out texting* box. Please remember to tap **Save** after making any changes.
- If you choose to, you may change your password and/or your Username on this screen. Please remember to tap on **Save** before exiting out of the app.



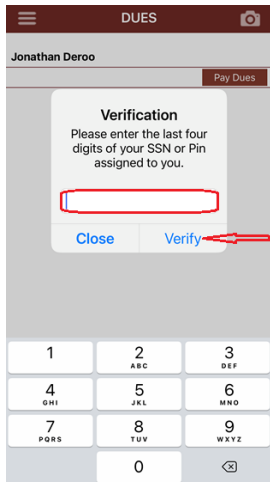
5. Tap on the *Dues* icon.



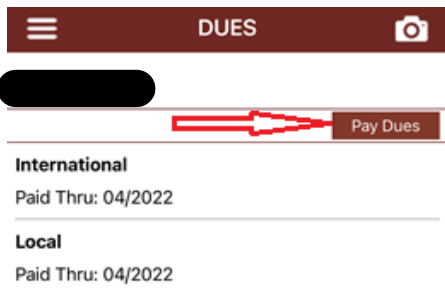
****ALL SERVICE & REFRIGERATION MEMBERS, FOLLOW PROMPTS FOR PAYING DUES ONLINE****

****BUILDING TRADES DIVISION WILL CONTINUE TO HAVE DUES DRAWN FROM VACATION FUND. IF YOU ARE A BUILDING TRADES MEMBER WHO HAS OPTED NOT TO PAY DUES FROM YOUR VACATION FUND, YOU MAY FOLLOW THE PROMPTS FOR PAYING DUES ONLINE****

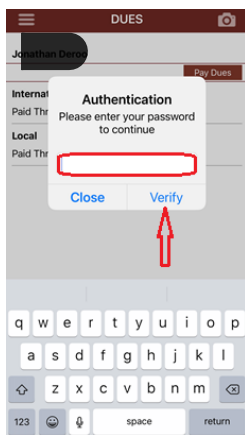
6. Enter the last 4 digits of your SSN to verify.



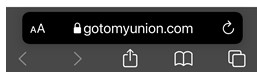
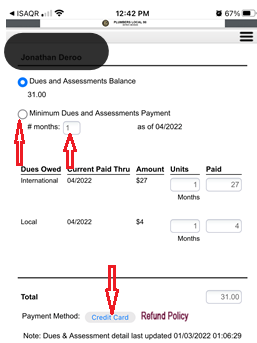
7. Tap on *Pay Dues*.



8. Enter your password or PIN and tap *Verify*.



9. Tap on the *Minimum Dues* button and enter the number of months dues you wish to pay. The app will calculate the total for you. Tap on *Credit Card*.



10. Final Step



**Enter your Credit Card Information.

**Enter the Captcha Image for security.

**Tap on *Purchase*.

**You will receive a Get Receipt message, an email confirmation from GotoMyUnion that your payment is being processed, and another email after it has been processed.