

Agreement and Activities Report

U.S. Department of Labor

Employment Standards Administration
Office of Labor-Management Standards



This report is mandatory under P.L. 86-257 as amended. Failure to comply may result in criminal prosecution, fines and civil penalties as provided by 29 U.S.C. 439, 440.

Form approved - OMB No. 1215-0188
Expires 07-31-2004

Required of Persons, including Labor Relations Consultants and Other Individuals and Organizations, Under Section 203(b) of the Labor-Management Reporting and Disclosure Act of 1959, as amended (LMRDA).

File No. C. 576

A. Person Filing

1. Name and mailing address (Include ZIP code): Elizabeth Ortiz 395 South End Ave; Suite 23H NYC, NY	2. Any other address where records necessary to verify this report are kept: N/A
3. Date fiscal year ends: 12/31	4. Type of person: a. <input checked="" type="checkbox"/> Individual b. <input type="checkbox"/> Partnership c. <input type="checkbox"/> Corporation d. <input type="checkbox"/> Other (Specify):

B. Nature of Agreement or Arrangement

5. Full name and address of employer with whom made (Include ZIP code): Sterling Cleaners 5909 Blair Rd, NW Washington D.C.	6. Date entered into: 9/4/03
7. Names of persons through whom made: Skip Jacobsen	
8. Check the appropriate box to indicate whether an object of the activities undertaken, is directly or indirectly: a. <input checked="" type="checkbox"/> To persuade employees to exercise or not to exercise, or persuade employees as to the manner of exercising, the right to organize and bargain collectively through representatives of their own choosing. b. <input type="checkbox"/> To supply an employer with information concerning the activities of employees or a labor organization in connection with a labor dispute involving such employer, except information for use solely in conjunction with an administrative or arbitral proceeding or a criminal or civil judicial proceeding.	

9. Terms and conditions (Explain in detail; see Part B-9 of instructions):

Provide labor relations consulting

C. Specific Activities to be Performed

10. For each activity, separately list in detail the information required (See Part C-10 of instructions):

a. Nature of activity: Respond to employee inquiries with respect to their rights regarding unions.		
b. Period during which performed: Sept. 2003	c. Extent performed: Ongoing	
d. Names and addresses of persons through whom performed: Same As Person Filing		

11. Identify (a) Subject employees, groups of employees, and (b) labor organizations:

Employees of Sterling Cleaners

D. Verification and Signature. The person in item 1 above and each of his undersigned authorized officers declares, under penalty of law, that all information in this report, including all attachments incorporated therein or referred to in this report, has been examined by him and is, to the best of his knowledge and belief, true, correct, and complete.

Signed: <u>B. Ortiz</u> (If other title, cross out and write in correct title above.) City: <u>New York</u> , State: <u>NY</u> , Date: <u>9/29/03</u>	Consultant -President Signed: _____ (If other title, cross out and write in correct title above.) City: _____, State: _____, Date: _____	Treasurer Signed: _____ (If other title, cross out and write in correct title above.) City: _____, State: _____, Date: _____
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