



CRAFT WORKER REQUEST FORM

King County

Finance and Business Operations Division
Business Development & Contract Compliance

PROJECT NAME: _____

INSTRUCTIONS

Contractor: Complete and email this form to the applicable union to request craft workers that fulfill all hiring requirements listed below for the King County project. After emailing your request, call the applicable Union to verify receipt and substantiate their capacity to furnish prioritized, preferred entry or general dispatch as requested. Please save your email verification and a copy of the Unions response for your records.

Union:

Complete the "Union Use Only" section and email this form back to the requesting contractor. Retain a copy of this form for your records.

To: _____	Local: _____	Email: _____	Date: _____
From – Company Name: _____		Contact Phone: () _____	
Person Sending: _____		Contact Phone: () _____	

Please provide me with union craft workers per the King County MCWA for this project that fulfills the goals and requirements as defined below:

- Priority Hire Journey Worker XX%:** Craft employees residing in the ZIP codes listed on the back of this form.
- Priority Hire Apprentice Worker XX%:** Craft employees residing in the ZIP codes listed on the back of this form.
- Preferred Entry 20%:** Preferred Entry Apprentices dispatched to King County projects must meet Preferred Entry criteria.
- Aspirational Goals to hire women and minority apprentices and journey-level workers.
- General Dispatch (Not including the Priority Hire Worker requirements or Preferred Entry Apprenticeship criteria)
- Vaccinated Worker

Craft Employees Requested : Use additional pages if needed

Job/Craft Description	Journeyman/Apprenticeship Level	Number Requested*	Report Date	Report Time

Total Workers Requested: _____

*Contractors **WILL NOT** be credited with placement for Preferred Entry workers employed (turned around) with less than 700 hours of work on a job call from the hall.

Please have worker(s) report to the following address indicated below:

Site Address: _____
Report to (ON-SITE CONTACT): _____
On-Site Phone : () _____ Fax: () _____
Comments or special requirements: _____

FOR UNION USE ONLY:

Received Date: _____	Dispatch Date: _____	Received By: _____
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Employee Name	Address	Zip Code



King County

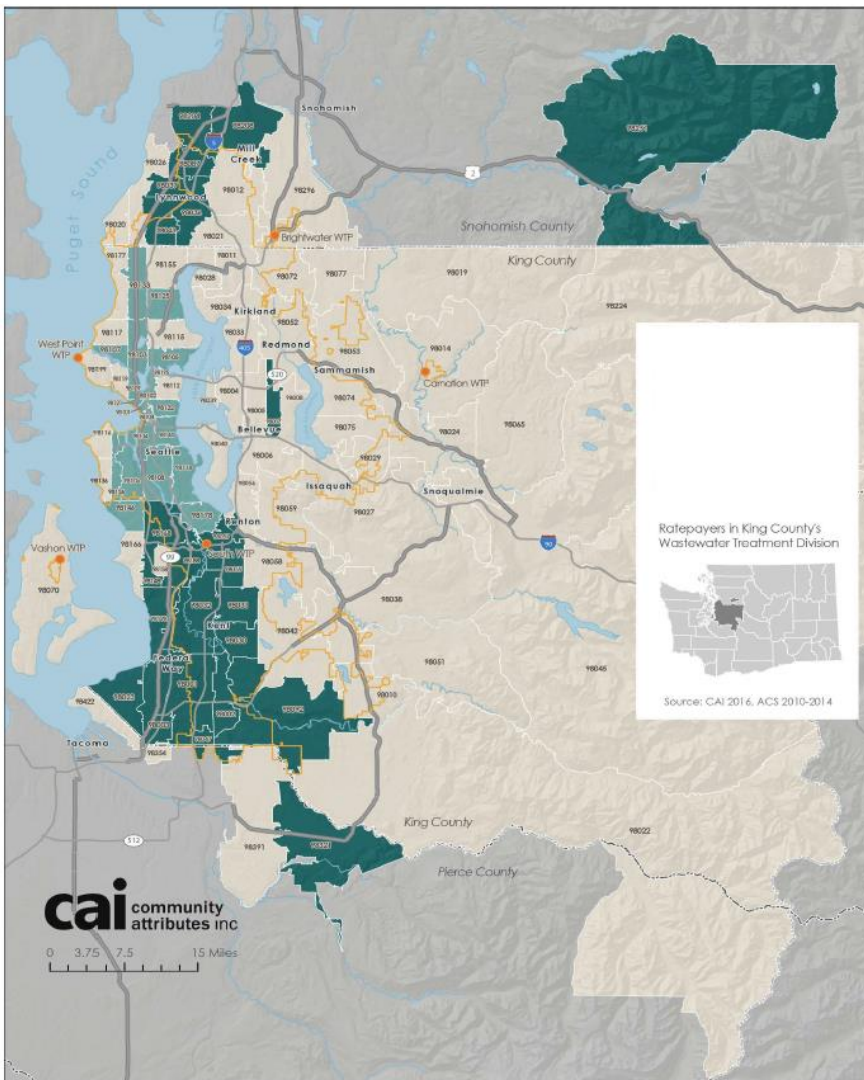
Finance and Business Operations Division
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Requested Dispatch	Available For Dispatch	Unavailable For Dispatch**
Priority Worker (ZIP code resident)	<input type="checkbox"/>	<input type="checkbox"/>
Preferred Entry Apprentice	<input type="checkbox"/>	<input type="checkbox"/>
Woman and/or person of color	<input type="checkbox"/>	<input type="checkbox"/>
General Dispatch		
Vaccinated workers		

Comments:

Upon referral or dispatch from a union, "turnaround" or refusal of any worker by the Contractor, requires written explanation from the Contractor that shall be communicated from the Prime Contractor to the County MCWA Administrator and the affected union within forty-eight (48) hours.

Priority Worker Zip codes



ZIP Code	Neighborhood or City
98001	Auburn
98002	Auburn
98003	Federal Way
98007	Bellevue
98023	Federal Way
98030	Kent
98031	Kent
98032	Kent
98036	Lynnwood*****
98037	Lynnwood*****
98043	Mountlake Terrace*****
98047	Pacific
98055	Renton
98056	Renton
98057	Renton
98087	Lynnwood*****
98092	Auburn
98101	Downtown
98102	Capitol Hill/Eastlake
98103	Green Lake
98104	Downtown/ID
98105	Laurelhurst/ University District
98106	Delridge
98107	Ballard
98108	S. Beacon Hill/South Park
98109	Queen Anne
98118	Rainier Valley/Rainier Beach
98121	Belltown
98122	Central District
98125	Lake City
98126	Delridge
98133	Bitter Lake
98134	Industrial District
98144	Mount Baker
98146	White Center
98148	Burien
98168	SeaTac/Tukwila
98178	Rainier Beach
98188	SeaTac/Tukwila
98198	Des Moines
98204	Everett*****
98208	Everett*****
98251	Gold Bar*****
98321	Buckley*****

***** Wastewater Division Projects

Revised 01/03/2023