

APPENDIX H

GRIEVANCE FORM

\_\_\_\_\_ COLLEGE

Grievance Number: \_\_\_\_\_

**Initially filed on:** \_\_\_\_\_

Step I \_\_\_\_\_ Filed on: \_\_\_\_\_

Step II \_\_\_\_\_ Filed on: \_\_\_\_\_

Step III \_\_\_\_\_ Filed on: \_\_\_\_\_

Step IV \_\_\_\_\_ Filed on: \_\_\_\_\_

Step V \_\_\_\_\_ Filed on: \_\_\_\_\_

Grievant(s) \_\_\_\_\_

Title(s) \_\_\_\_\_

Filed on behalf of \_\_\_\_\_

**Statement of Grievance**

Written statement reciting the event or occurrence upon which the alleged grievance is based. *(Describe what happened).*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**When and Where Grievance Occurred**

*(Give date, day, time and location).*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**APPENDIX H – (Continued)**

**Specifice Provision(s) Breached**

Give contract Article, Sections and explanation if necessary.

---

---

---

---

---

---

---

---

---

---

**Any and all other articles and laws that may apply.**

**Relief or Remedy Sought**

---

---

---

---

---

---

---

---

---

---

**Grievant(s) to be made whole and any other remedy deemed appropriate.**

---

---

**Signature of Grievant(s)** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Mandatory)

**Signature of Union Steward** \_\_\_\_\_ **Date:** \_\_\_\_\_

(Optional)

**Received by:** \_\_\_\_\_ **at Step** \_\_\_\_\_ **on** \_\_\_\_\_.