



**Contract Grievance Procedure - Level I
Grievance**

Contract		
<input type="checkbox"/> CSEA	<input type="checkbox"/> LACEA	<input type="checkbox"/> SEIU

Please type or use ball point pen and press firmly.
You are making three copies.

DATE OF OCCURRENCE		DATE FIRST KNOWN OF OCCURRENCE
TO (IMMEDIATE/RESPONSIBLE ADMINISTRATOR)	DIVISION	
FROM (GRIEVANT)	WORK LOCATION (SITE)	

Specific Provisions of the Contract Alleged to be Violated (Attach additional pages as necessary.)

ARTICLE	PAGE NUMBER	SECTION	PARAGRAPH
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Statement of Grievance (Clear, concise statement of grievance circumstances; include name, dates, etc.)

Specify Remedy Sought

NAME OF ASSOCIATION OR UNION	NAME OF REPRESENTATIVE (IF ANY)
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SIGNATURE OF GRIEVANT	DATE SIGNED
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Response to Grievant

SIGNATURE OF IMMEDIATE RESPONSIBLE ADMINISTRATOR	DATE SIGNED
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