

Guild Grievance Form
(Collective Bargaining Agreement, Article XV)

Name of Grievant(s): _____

Department(s) involved: _____

Date grievance occurred: ___/___/___

Nature of grievance (attach additional sheets if necessary):

Contract reference: _____

Brief statement of remedy sought:

Grievant(s) signature (if applicable): _____

Guild Representative's signature: _____

Step 1: Date of Attempt to Settle (Guild/Grievant/Manager): ___/___/___

Manager's formal written answer, and date thereof:

_____ Dated: ___/___/___

Company Representative's signature: _____

(Date of Guild's notice of intent to file written grievance: ___/___/___)

Step 2: Date this written grievance submitted to Company: ___/___/___

Guild Representative's signature: _____

Date of Step 2 meeting: ___/___/___

Step 3: Company's Written Response/position on the merits, and date thereof:

_____ Dated: ___/___/___

Company Representative's signature: _____

Arbitration: This ___ day of _____, _____, the Guild hereby gives the Company notice of its decision to submit this grievance to final and binding arbitration.

Guild Representative's signature: _____

Settlement

Settled on ___ / ___ / ___ at Step ___.

Settlement Description:

The Toledo Blade Company

The Toledo Newspaper Guild-CWA, No. 34043

By: _____

By: _____