

Sheet Metal Industry Grievance Form

Article (X) Section 1 Compliance

(TO BE SUBMITTED WITH EACH FORMAL REQUEST FOR A LOCAL JOINT ADJUSTMENT BOARD HEARING.)

1. Date of Filing.	2. Name, Address, Phone, Fax, Local Union and Union Representative Involved.	3. Name, Address Phone, Fax and Representative of Employer Involved.
4. Date of Alleged Violation.		

5. Project, Site or Shop Involved.	6. Address of Involved Project, Site or Shop.
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7. Nature of Grievance.

8. Article(s) and Section(s) of Agreement Alleged Violated.

9. Date the Local Union Representative and Employer Representative were Notified of the Grievance.

10. Record of Attempts to Resolve Grievance Under Article (X) Section 1.

A. Date of Contact.	B. Type of Contact. (Check one of each attempt)					C. Results of Contact. (Use other side if necessary.)
	1	2	3	4	5	
						1. Telephone
						2. Letter
						3. Fax
						4. Other

ARTICLE X
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SECTION 1. Grievances of the Employer or the Union, arising out of interpretation or enforcement of this Agreement, shall be settled between the Employer directly involved and the duly authorized representative of the Union, if possible. Both parties may participate in conferences through representatives of their choice.

To be valid, grievances must be raised within thirty (30) calendar days following the occurrence giving rise to the grievance, or, if the occurrence was not ascertainable, within thirty (30) calendar days of the first knowledge of the facts giving rise to the grievance.