

a. Specifically what is wrong with "what happened"? _____

b. What specific contract language was violated (cite article, section, paragraph, page number, etc.) *For any cases under Article X (Evaluation and Discipline) please attach copy of evaluation or disciplinary notice.

VII. What must be done to make the grievant whole? What remedy do you propose?

a. Corrective action or remedy requested

b. What would we settle for?

VIII. Signature and date:

Please sign and date the spaces indicated to give your permission for us to file a grievance on your behalf, and cut-and-paste your signature on the official Grievance Form.

<u> X </u> _____ Date _____

This form and any supporting documents **must be faxed only** to this number: 213-368-6256

Do Not fax your paperwork to any other fax number

It is your responsibility to call UTLA – 213/ 487-5560 to verify

Our receipt of your Grievance Information Sheet and any related documents

Please remember that grievances must be filed in a timely manner