

TWO-DAY DEMAND

TO: _____, Project Director
FR: _____, LSSA Delegate
RE: _____ Grievance
DT: _____

More than five business days have passed since you were served on _____ with a grievance dated _____ concerning violation of CBA Section _____. You have provided neither a hearing nor made a decision within the time allowed by the contract. A demand for both within two business days is hereby made according to CBA Section 8.1(C). [or 8.2(B)(Step 3) in the case of a discipline grievance].

Received by: _____ Date: _____