

Employee Grievance Letter

[Your Name]
[Your Address]
[City, State, Zip Code]
[Email Address]
[Phone Number]
[Date]

[Human Resources Manager's Name]
[Company's Name]
[Company's Address]
[City, State, Zip Code]

Subject: Grievance Regarding Wrongful Termination

Dear [Human Resources Manager's Name],

I am writing to formally express my grievance regarding my recent termination from [Company's Name] on [Date of Termination]. I believe that my termination was unjust and not in accordance with company policy.

Throughout my employment, I have consistently met my job performance expectations and have received positive feedback from my supervisors. However, I was terminated without prior warning or a valid explanation. This has caused significant emotional and financial distress.

I request a thorough review of my termination and ask for a meeting to discuss this matter further. I hope that we can resolve this issue amicably and arrive at a fair outcome.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]