

Grievance Submission

Date: [Insert Date]

To: [Recipient's Name]

Position: [Recipient's Position]

Organization: [Organization Name]

Address: [Organization Address]

Dear [Recipient's Name],

I am writing to formally submit a grievance on behalf of [Team Name]. We have encountered the following issues that we believe require immediate attention:

- [Issue 1: Description]
- [Issue 2: Description]
- [Issue 3: Description]

These issues have impacted our team's performance and morale, and we are concerned about the implications they may have on our season. We kindly request a meeting to discuss these matters in detail and seek a resolution.

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

Sincerely,

[Your Name]

[Your Position]

[Team Name]

[Contact Information]