



GRIEVANCE REPORTING FORM

REPORTING A GRIEVANCE

All grievances must be filed on this form and submitted to the League President within three (3) days of occurrence. This form must be completed in full with all required signatures. Once received, the President will advise those involved of a meeting date which they must attend (or a designated representative must attend) for a 15 minute explanation of the circumstances. The executives may ask questions on completion of the explanations. The involved parties will then be asked to leave the meeting. The executives will discuss and make a ruling on the grievance. This decision will be forwarded to the involved parties by the League President via email within 48 hours.

All rulings by the League Executives are final.

GRIEVANCE INFORMATION:

First Name of Person Filing Grievance	Last Name of person Filing Grievance	Your Team Name
If your Grievance is against an Individual Player, please provide name. If against Team provide Team Name		Date

DESCRIPTION OF GRIEVANCE (Include as much detail as possible) –Attach additional pages if required

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UMPIRE COMMENTS –Attach additional pages if required

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OPPOSING COACH COMMENTS –Attach additional pages if required

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REQUIRED SIGNATURES TO FILE

PLAYER	Print Name		Signature		Date:
PLAYERS COACH	Print Name		Signature		Date:
UMPIRE OF GAME	Print Name		Signature		Date:
OPTIONAL WITNESS (Non-Team Member)	Print Name		Signature		Date:

EXECUTIVES USE ONLY**OCCURRENCE & DISCIPLINARY ACTIONS****INDIVIDUAL PLAYER**

Occurrence	Disciplinary Action
First	Verbal Warning
Second	Written Warning
Third (or more)	<input type="checkbox"/> Suspension for __ game(s). Date and game(s): Starting from _____ to the end of _____ <input type="checkbox"/> Permanent expulsion from the League <input type="checkbox"/> Other:

TEAM

Occurrence	Disciplinary Action
First	Verbal Warning
Second	Written Warning
Third	1 Game Automatic Forfeit with respect to game when occurrence happened
Fourth (or more)	<input type="checkbox"/> Removal from the Playoffs <input type="checkbox"/> Removal from the League for the remainder of the Season (including Playoffs) <input type="checkbox"/> Other:

EXECUTIVES' COMMENTS –Attach additional pages if required

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SIGNATURE OF LEAGUE OFFICIAL (EXECUTIVE)

LEAGUE OFFICIAL	Print Name		Signature		Date:
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