

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

National Labor Relations Board

[Regional Office Address]
[City, State, Zip Code]

Dear [Regional Director's Name],
Subject: Request for NLRB Hearing

I am writing to formally request a hearing regarding [brief description of the issue, e.g., unfair labor practice allegations] under the National Labor Relations Act.

The circumstances leading to this request are as follows:

1. [Detail the specific events or actions that prompted the request]
2. [Provide dates and relevant parties involved]
3. [Mention any pertinent evidence or documentation you have]

I believe that a hearing is necessary to address these matters effectively. I kindly ask that you schedule the hearing at your earliest convenience and notify me of the date and time.

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

Sincerely,

[Your Name]
[Your Position, if applicable]
[Your Organization, if applicable]