

[Your Name]  
[Your Title]  
[Your Organization/Union Name]  
[Address]  
[City, State, Zip Code]  
[Email Address]  
[Phone Number]  
[Date]  
[Recipient's Name]  
[Recipient's Title]  
[Recipient's Organization/Company Name]  
[Address]  
[City, State, Zip Code]

Dear [Recipient's Name],

Subject: NLRA Bargaining Proposal

We are writing to you on behalf of [Your Organization/Union Name] to present our proposals for collective bargaining in accordance with the National Labor Relations Act (NLRA). Our goal is to engage in a constructive dialogue that promotes mutual respect and understanding while addressing the needs of our members and ensuring a productive work environment.

**\*\*Proposal Overview\*\***

1. **\*\*Wages\*\***

- Propose an increase in the minimum wage to [specific amount or percentage].
- Adjustments for cost of living increases annually.

2. **\*\*Benefits\*\***

- Implementation of healthcare benefits for all employees, including [specific coverage details].
- Enhanced retirement plan contributions.

3. **\*\*Working Conditions\*\***

- Improved workplace safety measures and protocols.
- Regular training programs for employees on safety practices.

4. **\*\*Job Security\*\***

- Provisions for layoff protections and severance packages.
- Processes for fair evaluation and discipline.

5. **\*\*Work Hours\*\***

- Introduction of flexible working hours to accommodate employee needs.
- Overtime pay for hours worked beyond [specific threshold].

We believe these proposals will foster a more equitable and productive work environment, benefiting both employees and management. We are open to discussions and look forward to your feedback on our proposals.

Please feel free to contact me at [your phone number] or [your email address] to schedule a meeting to discuss these proposals in detail.

Thank you for your attention to this matter.

Sincerely,

[Your Name]  
[Your Title]  
[Your Organization/Union Name]