

[Your Name]
[Your Address]
[City, State, ZIP Code]
[Email Address]
[Phone Number]
[Date]
[Employer's Name]
[Company Name]
[Company Address]
[City, State, ZIP Code]

Subject: Grievance Letter under the National Labor Relations Act (NLRA)

Dear [Employer's Name/HR Department],

I am writing to formally file a grievance pursuant to the National Labor Relations Act (NLRA) regarding [briefly describe the issue, e.g., unfair labor practices, violation of collective bargaining agreement].

Details of the Grievance:

- ****Date of incident:**** [insert date]
- ****Description of the issue:**** [provide a detailed account of the issue, including specific events, actions, and parties involved]
- ****Impact on employees:**** [explain how the issue affects you and/or others in the workplace]

I request that this matter be addressed promptly and fairly in accordance with the protocols established by the NLRA. I believe it is in our mutual interest to resolve this situation amicably.

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

Sincerely,

[Your Signature (if sending a hard copy)]
[Your Printed Name]
[Your Job Title/Position]
[Union Affiliation, if applicable]