



Communication Workers of America, AFL-CIO

Local 3120

P.O. Box 245130

Pembroke Pines, FL 33024

_____ (Name of person to whom request is directed)

_____ (Department Name)

_____ (Work Location)

Section 8 (a) (5) of the National Labor Relations Act requires employers to furnish all relevant and necessary information to the employee's exclusive bargaining representative for the purpose of administering and policing the collective bargaining agreement.

The undersigned agent of the Communication Workers of America, Local 3120, hereby formally requests a legible and complete copy of:

1. (Name of Employee or Group whose documents are being requested)

2. (The documents requested)

Should you determine that the requested information will not be furnished, please state the basis for such a refusal, in writing, to the undersigned agent of Local 3120, no later than ten (10) days from the date of his request.

Sincerely,

Name and Title of requesting agent of CWA Local 3120

Date of Request