



**NALC Branch 1227
P.O. Box 4154
Wichita Falls, TX 76308
REQUEST FOR FORMAL STEP A MEETING**

To: _____ -Management Formal Step A Designee

From: _____ -Union Formal Step A Designee

Date: _____

Local Grievance #: _____

I am requesting to meet at the Formal Step A of the Dispute Resolution Process, in accordance with Article 15 of the National Agreement. The grievance is appealed timely due to extension signed by the parties.

The date of the Informal Step A meeting was _____. A Formal Step A meeting **must** be held no later than 7 days from receipt of this appeal/request. *PS Form 8190 and any relevant documentation passed or discussed at Informal Step A is included in this packet.*

Please obtain and supply GATs number prior to Formal Step A meeting as required on line 14 of PS Form 8190.

Please contact Chris Snyder at 940-781-0319 or CSNALC1227@GMAIL.COM to set up a meeting.

I will be unavailable on/thru ____/____/____ thru ____/____/____

Please indicate date and time that we will meet:

Date: ____/____/____

Time: _____

Union Representative Signature

Management Representative Signature

Union Representative Print

Management Representative Print

ARTICLE MAILING NUMBER: _____