



USATF ANSWER TO GRIEVANCE FORM COMPLAINT

*Reminder: Answer must be filed with the National Office within thirty (30) days after the Non-Settlement Notice is sent.

Today's Date: ____/____/____
MM DD YYYY

Grievant

Name: _____

(First)

(Last)

Date

Grievance Filed: _____

MM

DD

YYYY

Your Name: _____

(First)

(MI)

(Last)

(USATF Membership No.)

Contact

Information:

(Street Address)

(Apt. No./Suite No.)

(City)

(State)

(Zip)

(E-Mail Address)

(Home Phone)

(Cellular Phone)

(Fax)

Explain the nature of your Position (must be specified in numbered and paragraphs and issue description should detail: What happened? When it happened? Where it happened? Why it happened?) Attach additional pages if necessary.

Date of

Incident: _____

(Month)

(Day)

(Year)

Place of

Incident: _____

Explanation of How There Was No Alleged Rule Violation:

Supporting

Documents:

(Mandatory)

1. _____
2. _____
3. _____
4. _____