

COLTS NECK SPORTS FOUNDATION GRIEVANCE FORM

1. Date of incident: _____ Approximate time of incident: _____
2. Location of incident: _____
3. Teams/Clubs present: _____
4. Person(s) initiating grievance: _____
5. Contact information:
(address) _____ (home) _____ (cell) _____ (e-mail) _____
6. Person(s) against whom grievance is initiated: _____

7. Description of incident believed to be a misinterpretation, misapplication or a violation of the By-Laws, Code-of-Conduct, Policies and Procedures or any established objective of the Colts Neck Sports Foundation (CNSF) (submit extra pages if needed – you may also submit an attachment in word format):

8. Witness(es): _____

9. Item(s) of Proof (any documents?): _____

10. Attempts to Resolve Grievance: _____

11. Other pertinent information (submit extra pages if needed): _____

12. Signature(s) of person(s) filing the grievance:

Date: _____

Date: _____

*The Grievance shall be emailed to the Commissioner and the President of the CNSF Board. If the Grievance involves a CNSF Club, the Grievance should be filed pursuant to the specific's Club's policies and procedures, with a copy of the Grievance sent to the President of the CNSF Board. If the specific Club does not have a grievance policy in effect, then the CNSF Grievance Policy applies. All Grievance policies and procedures are located on the CNSF website.

**The Grievance will be reviewed as required pursuant to the CNSF Grievance Policy and/or the specific CNSF Club's Grievance Policy. The CNSF Board, the Executive Officers of any of the CNSF's Clubs, any recreation sports Commissioners and any Travel Club Head Coaches reserve the right to determine what, if any, penalties or suspensions shall result from this Grievance. Should any Grievance be escalated to require a hearing before the CNSF Board or the Executive Officers of a specific Club, said hearing shall be a closed hearing and only the grievant and the person who the Grievance is filed against may appear. However, in their discretion, the CNSF Board or the Executive Officers of a specific Club may invite any witnesses listed in the Grievance and any other members of the CNSF or CNSF Club to appear and speak at the hearing.