



# FORMAL STEP A



## Request for Meeting (Submit with PS Form 8190)

To: \_\_\_\_\_, USPS Formal Step A Representative Date \_\_\_\_\_

Regarding: \_\_\_\_\_  
(Name or Class Action) (Issue)

Date of incident: \_\_\_\_\_ Branch Grievance #: \_\_\_\_\_

In accordance with Article 15 of the National Agreement, I request to discuss the above referenced dispute at Formal Step A of the Dispute Resolution Process within 7 days of receipt of this request, unless the parties agree to a mutual extension of time limits.

I will be unavailable \_\_\_\_\_ I can be reached at (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_ / (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Date(s) Cell # Station #

\_\_\_\_\_  
NALC Formal A Steward's Printed Name NALC Formal A Signature Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time \_\_\_\_ AM/PM

\_\_\_\_\_  
USPS Formal A Representative's Printed Name USPS Formal A Signature Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time \_\_\_\_ AM/PM

After discussion and joint agreement, USPS Formal A Rep enter date and time meeting will be held:

Date \_\_\_\_/\_\_\_\_/\_\_\_\_ Time: \_\_\_\_ AM/PM

Signed \_\_\_\_\_ Title \_\_\_\_\_ USPS

