

OREGON COUNTRY FAIR GRIEVANCE FORM
Revised MAY 20, 2002

Oregon Country Fair, 442 Lawrence Street, Eugene, OR 97401, office@oregoncountryfair.org
Kat Kirkpatrick, Grievance Administrator, 1013 SE 13th Ave, Portland, OR 97214,
grievance@oregoncountryfair.org

Please type or print legibly in ink and return to The Grievance Administrator. Thank you.

Grievance Level: Step 1 Step 2 (Mediation) Step 3 (Arbitration) Step 4 BoD Appeal

Date of Filing this step: _____

Grievant Contact Information
(please complete all blanks)

Grievant's Name: _____

Fair Affiliation/Crew: _____

Mailing Address: _____

Telephone: _____ Best day and time to talk: _____

Email Address: _____

Do you wish to designate an adult person to act as your representative and speak for you? Yes No
If yes, provide the following information regarding your representative:

Representative's Name: _____ Attorney? Yes No

Mailing address: _____

Telephone: _____ Best day and time to call: _____

Email Address: _____

Respondent Information
(The party you're filing against)

Respondent Name: _____

Fair Affiliation/Crew: _____

*Mailing Address : _____

*Telephone: _____

*Email: _____

(* if known)

Please document your grievance by providing the following information. If space is insufficient, attach additional sheets as needed.

Date grievable event occurred: _____ Continuing grievance? Yes No

Location of grievable event: _____

Is this grievance a dispute over the meaning or interpretation of language in a document? Yes No

OCF Articles of Incorporation ? Yes No Relevant Section/Page: _____

OCF By Laws? Yes No Relevant Section/Page: _____

OCF Guidelines? Yes No Relevant Section/Page: _____

Code of Conduct? Yes No Relevant Section/Page: _____

Personnel Policy Manual? Yes No Relevant Section/Page: _____

Nature of grievance relevant facts: (attach additional sheet as needed)

Details of any complaint:

Nature of injury or damages alleged:

Grievant's requested remedy:

I affirm that this grievance is filed in good faith and that all information I have provided is true to the best of my knowledge and belief. I attest to these facts by affixing my signature below.

Grievant's Signature

Date

Please return completed form to either OCF or Grievance Administrator at address at top of page 1

The Grievance Process is published online and available at www.oregoncountryfair.org under the Board of Directors Section.