# TEAMSTERS LOCAL UNION 1150

# GRIEVANCE RECORD

## STEWARD NOTES

DATE

GRIEVANCE NUMBER | GRIEVANT'S NAME | E CLOCK NUMBER | GRIEVANT PHONE NUMBER

STEWARD | STEWARD PHONE NUMBER | OTHER STEWARD CONTACT INFO

**REMEMBER THE 6 W QUESTIONS:**

**WHO was involved?** **WHAT happened?** **WHERE did it happen?**
**WHEN did it happen?** **WHY did it happen?** **Are there WITNESSES?**

**NOTES**