



## North Lake Tahoe Fire Protection District Training Center Grievance Form

The following form should be completed in order to file a grievance with the NLTFPD TC. After completion, the original form should be mailed to:

### North Lake Tahoe Fire Protection District

Attn: Training Center Coordinator

866 Oriole Way

Incline Village, NV 89451

### Complainant

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

### Training site or individual against which the complaint is brought:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

### Attach the following information:

- A detailed written description of the dispute, complaint, or problem (include date of occurrence)
- Copies of all related correspondence, records, and other documentation
- Documentation on the attempts of the Training Site Coordinator to resolve the matter. Reference the rule, standard and /or guideline the complainant believes was violated, if possible.

### Complainant Signature Date

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Print Name

For Training Center Use Only	