

# NTEA Issue-Concern Form

Dear NTEA member,

You are strongly encouraged to complete this form prior to a meeting of the Representative Council. If there is ample time (3 days or more) before the Council meeting, please forward a copy of the completed form as a PDF to the appropriate At-Large Executive Board member and the Association President. Otherwise, complete the form and present it at the Council meeting. You may be contacted by a member of the Contract Administration Team, should additional information/clarification be needed.

Building Representative Name \_\_\_\_\_ Date \_\_\_\_\_

CBA Article/Section to which the concern may be connected \_\_\_\_\_

Building \_\_\_\_\_ Member(s) Name(s): \_\_\_\_\_

Succinctly describe the conflict/issue of concern: \_\_\_\_\_

---

---

---

---

---

---

---

---

---

---

State what correction/action/remediation is being sought: \_\_\_\_\_

---

---

---

---

---

Give an acceptable deadline for the sought correction/action/remediation:

---