

**UNITED STATES BANKRUPTCY COURT  
EASTERN DISTRICT OF CALIFORNIA**

**OFFICE OF THE CLERK**

**GRIEVANCE FORM**

NAME: \_\_\_\_\_ JOB TITLE: \_\_\_\_\_

Description of Grievance (attach additional page if necessary):

---

---

---

---

---

Remedy Requested (attach additional page if necessary):

---

---

---

---

---

**STEP 1:** I discussed this with my supervisor on \_\_\_\_\_, 19 \_\_\_\_.

Date: \_\_\_\_\_

\_\_\_\_\_  
Signature



**STEP 2: Immediate Supervisor:**  
(To be filled out by Supervisor)

Discussed on \_\_\_\_\_, 19\_\_.

Summary of facts:

---

---

---

---

---

---

---

---

---

---

Decision:

---

---

---

---

---

---

Date returned to employee: \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
Signature

**STEP 3: Division Manager:**  
(To be filled out by Division Manager)

Discussed on \_\_\_\_\_, 19\_\_.

Summary of facts:

---

---

---

---

---

---

---

---

---

---

Decision:

---

---

---

---

---

Date returned to employee: \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
Signature

**STEP 4: Chief Deputy Clerk:**  
(To be filled out by Chief Deputy Clerk)

Discussed on \_\_\_\_\_, 19\_\_.

Summary of facts:

---

---

---

---

---

---

---

---

---

---

Decision:

---

---

---

---

---

Date returned to employee: \_\_\_\_\_, 19\_\_.

\_\_\_\_\_  
Signature

**STEP 5: Clerk of Court:**  
(To be filled out by Clerk of Court)

Discussed on \_\_\_\_\_, 19\_\_.

Summary of facts:

---

---

---

---

---

---

---

---

---

---

Decision:

---

---

---

---

---

---

Date returned to employee: \_\_\_\_\_, 19\_\_.

Signature

---