



ICE SPORTS INDUSTRY

ISI Grievance Application Instructions

The Grievance Procedure is an important function of the Ice Sports Industry. Prior to filing a grievance, you should refer to the ISI's Grievance Policies and Procedures at www.skateisi.org. To file a grievance with ISI you must send the following to the ISI office:

- An original complaint plus an additional five copies stating the facts upon which your grievance is based with any documentation and evidence you feel necessary to support your claim.
- The original complaint must be signed by the party filing the grievance under oath, notarized and under penalty of perjury. This includes the application form, complaint and each supporting document.
- Please note the specific numbered paragraph of the ISI Code of Ethics that you claim to have been violated.
- Failure to state the specific violation or provide any of the required documents, signatures, or notarization may result in the dismissal of the grievance.

No grievance will be considered which is alleged to have occurred beyond the time frame set forth in the ISI Grievance Procedures.

There is a \$105 filing fee, which is non-refundable whether the grievance is accepted or dismissed. A copy of your complaint is then sent to the person whom the grievance has been filed. That person must respond in accordance with the ISI Grievance Procedure rules and a copy of their response will be sent to you.

After all of the filings are complete, a copy will be sent to the ISI Grievance Review Chairperson who will determine if there is sufficient merit to forward the grievance for review and determination. A copy of the final finding will be sent to both the party filing the grievance and the party against whom it has been filed.



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ISI Grievance Application Form

To file a grievance, complete the application form and send an original complaint and any supporting documentation (plus an additional five copies) along with the \$105 filing fee to: ISI - 1222 E Arapaho Suite 322 Richardson, TX 75081 or email to liz@skateisi.org. THE FILING FEE IS NON-REFUNDABLE

Name _____ Email _____

Address, City, State, Zip _____

Phone () _____ Best time to reach you _____

Name of person grievance filed against _____

Violation of ISI Code # _____

Date _____ Signature _____

State of _____)

County of _____)

Before me, the undersigned notary public, this day, personally, appeared _____
known to me or proved to me through _____ to be the person whose name is
subscribed to the foregoing instrument and, being duly sworn to law, acknowledged to me that he/she has executed the
same under oath and penalty of perjury for the purposes and consideration therein expressed.

(Affiant's Statement)

(Signature of Affiant)

Subscribed and sworn to before me this _____ day of _____, 20__.

Notary Public

My Commission Expires: _____