



LOCAL 804 - DELIVERY AND WAREHOUSE EMPLOYEES

An Affiliate of
INTERNATIONAL BROTHERHOOD OF TEAMSTERS

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Information Request

Date Presented:	Presented To:
Steward:	Work Area:

In order to properly represent the bargaining unit, and in accordance with Article 4 of the National Master UPS Agreement and Article 18, Section 3 of the Local 804 Supplemental Agreement, the Union is requesting to view and take notes from documents, reports, and all other sources which contain the requested information as noted below.

This request is made without prejudice to the Union's right to file subsequent requests. Please provide the information as soon as possible, so the Union can complete its investigation and prepare for any subsequent hearing or arbitration. If any part of this request is denied or if any material is unavailable, please provide whatever items are available as soon as possible, which the Union will accept without prejudice to its position that it is entitled to all documents, reports, or other sources which contain the requested information called for in this request. If you have a problem providing any of these items, please contact the Union representative making the request as soon as possible regarding the difficulty.

The Union reserves the right to take all steps necessary to enforce its right to this information, including the right to raise a point of order at any subsequent step in the grievance procedure and/or protest any lack of cooperation to the appropriate governmental agency in order to enforce the Union's right to this information.

As noted in the contract the reasonable and necessary time required by the steward to peruse the documents, reports or other sources which contain the requested information is paid for time. However, at the employer's option, the union will accept copies of the documents, reports or other sources which contain the requested information provided by the employer at the employer's expense.

Information Requested	Date info Received

INSTRUCTIONS TO STEWARDS: Complete this form first. Make a copy for your records. Present this to the appropriate employer representative. Record below, the employer's response when you presented this request: