



The United States National Equestrian Tourism Organization  
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## **USNETO Grievance Instructions and Grievance Form**

The purpose of this form is to file a grievance against a party that has caused harm to a person, animal, or organization while representing USNETO or at an USNETO event.

Any person may file a grievance that witnessed or is aware of the infraction.

This form is not for grievances:

1. Against non-members of USNETO.
2. Involving private and/or contractual disputes between two or more persons that should properly be settled by a court of law.
3. Concerning USNETO Rule infractions at competitions where a ground jury protest procedure was available as a means of filing charges of misconduct but was not utilized.
4. Where disputes have been submitted to a court of law or arbitration.

### **Grievance Instructions**

This form is the only USNETO recognized grievance form.

Complaints must be submitted on this form with supporting documentation within 30 days of being witnessed or becoming known to the complainant. This information will become the property of USNETO at that time.

A fee of \$50.00 (fifty dollars) must be submitted at the time of the complaint form being filed. If a grievance hearing is determined to be necessary, the funds will be returned.

All complaints must be signed and dated by the complaining party.



### Grievance Form

Completely answer all the questions below. Answers may be written or typed on another piece of paper and accompany this form if more space is needed.

A) List the full name and address (if known) of the person(s) identified in the complaint and describe their relationship to USNETO.

B) Describe in detail the facts and circumstances that are believed to constitute the alleged incident including the place and date.

C) Name witnesses to said actions regarding the alleged incident. Include contact information for these individuals.

D) Attach all documentation currently in your possession that supports the complaint.

### Complainant information

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Full name

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Address

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Phone number

Email address

I here by attest that all the information I provided in this complaint is true, accurate, and complete.

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Signature

Date