



National Association of Letter Carriers

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NALC / USPS

MUTUAL EXTENSION OF TIME LIMITS

DATE: _____

Installation/Station: _____

Violation: _____

NALC Grievance # _____

USPS Grievance # _____

Grievant name or Organizational: _____

Based on _____, we are not able to meet the time limits

ENTER REASON

For the (circle one) **Informal A** or **Formal A: Discussion/ Meeting/ Decision.**

We have agreed to extend the time limits from _____ to _____
Enter Date Due Agreed Extended Date

Sign: _____

Print: _____

NALC Representative

DATE: _____

Sign: _____

Print: _____

USPS **Representative**

DATE: _____