

Schedule A

NOTICE OF DISPUTE

If the provisions of clause 81.1 have been met, clause 81.2 of the AGV Constitution enables a member to lodge a Notification of Dispute with the convenor of the Disputes Panel (disputes@vic.greens.org.au), by using this proforma, or otherwise addressing a letter to “*The Convenor, Australian Greens (Victoria), GPO Box 4589, Melbourne, 3001*” containing all the information herein. Anyone considering lodging a Notification of Dispute ought to first consult the AGV Constitution, Chapter 8 Dispute Resolution, and read the Disputes and Grievance Procedure bylaw.

1	Name:	Telephone:
	Postal Address:	
	Email:	
2	Names of AGV member/members/Party body against whom this dispute is lodged:	
3	Brief description of grievance: (If possible, should not exceed 500 words, to be inserted here or attached separately. Include relevant dates. Attach only necessary pages of supporting materials. If you say the constitution or a bylaw has been breached, please identify which one).	
4	Please indicate the outcomes you would like to achieve:	
5.	This is the action I took to resolve my complaint at Stage 1 and/or Stage 2: (In this section please provide a list of actions taken to initially resolve your complaint. List each action separately and be include the following where possible: 1. The date you took the actions; (if you do not remember the exact date, an approximation is acceptable.) 2. A description of the action taken. It is important that you document all the relevant steps that you have taken to resolve your complaint.	
	If you have documents to support your complaint, please attach with the submission of this form and list the Documents in the space below.	
6	Signed	Date:
7	Further information about the Disputes Process is available from the Dispute Panel. If you wish to obtain further information about the typical process undertaken by the Disputes Panel, indicate here, and it will be provided by email/post Yes/No:	