## Notice of dispute

Notice issued to: [Name of person/s (members or directors) to whom this notice is being given to]

Cc: [Name of Aboriginal and Torres Strait Islander corporation]

Notice issued on behalf of: [Name of person/s (members or directors) giving this notice]

Under rule [insert rule number] of the rule book of [insert Aboriginal and Torres Strait Islander corporation] I/we give notice of the following dispute.

### Description of the dispute

[Describe the dispute as you see it.]

### Impact of the dispute

[Describe how the dispute has affected you.]

### Action already taken to resolve the dispute

The steps I/we have already taken to resolve this dispute include [describe what you’ve done].

### Proposed solution

To resolve this dispute I/we would like [describe what action/steps you believe would assist to resolve the dispute].

### Who to contact about this notice

Name: [Name of person representing the party who issued the notice]

Phone: [phone]

Email: [email address]

Post: [postal address]

Signed by: [Name of person signing this notice]

(as the representative for the members/directors issuing this notice)

Signature:

Date: [Click or tap to enter a date]