

Capital Gymnastics Girls Booster Club

CGGBC Appeal Form

Section VII of the CGGBC Handbook entitled “The Rules and Penalties for Working CGGBC Fundraiser Events” outlines the rules, penalties and general appeal process for the violation of said rules that necessitates a chairperson to penalize a worker. **The rules and penalties can be found on the CGGBC website under Section VII of the CGGBC Handbook.**

This form may also be used by a CGGBC member for appealing a Board decision.

Appeals must be in writing (please use this form) and delivered via email to the CGGBC President **within 7 business days after written notice of the offense.** After 7 days, you can no longer appeal your penalty without express consent by the President. Once submitted, the Board will vote and respond in writing via email to the member’s written petition within 7 days.

**Please provide the following information:**

**Name:** \_\_\_\_\_

**Email:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Date of the Written Notice of Penalty:** \_\_\_\_\_

**Name of Individual(s) who Assessed Penalty:** \_\_\_\_\_

**Date and Event where the Penalty occurred:** \_\_\_\_\_

**Please specify why you are submitting this appeal (you may attach additional pages or documents that relate to your appeal).**

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