



**STATE OF NEW JERSEY
PUBLIC EMPLOYMENT RELATIONS COMMISSION
PO Box 429
TRENTON, NEW JERSEY 08625-0429
UNFAIR PRACTICE CHARGE**

**For Courier Delivery
495 West State St.
Trenton, NJ 08618**

www.state.nj.us/perc

Phone: 609-292-6780

Email: mail@perc.state.nj.us

Fax: 609-777-0089

<p style="text-align: center;">Read instructions in the middle of this page before completing the form.</p>	<p><u>DO NOT WRITE IN THIS SPACE</u></p>
	<p>DOCKET NO.</p>
	<p>DATE FILED:</p>

1. CHARGING PARTY

Full Name:	E-mail Address:	Telephone No.:
Address of Charging Party (Street and Number, City, State and Zip Code):		County:
Name and Title of Representative/Attorney/Consultant to Contact:	E-mail Address:	Telephone No.:
Representative/Attorney/Consultant Address (Street and Number, City, State and Zip Code):		

2. RESPONDENT(S) (Must be a public employer and/or employee organization against whom the charge is made. Cannot be an individual person.)

Respondent 1	Full Name:	E-mail Address:	Telephone No.:
Address of Respondent (Street and Number, City, State and Zip Code):			County:
Name and Title of Representative/Attorney/Consultant to Contact:		E-mail Address:	Telephone No.:
Representative/Attorney/Consultant Address (Street and Number, City, State and Zip Code):			

Respondent 2 (If Any)	Full Name:	E-mail Address:	Telephone No.:
Address of Respondent (Street and Number, City, State and Zip Code):			County:
Name and Title of Representative/Attorney/Consultant to Contact:		E-mail Address:	Telephone No.:
Representative/Attorney/Consultant Address (Street and Number, City, State and Zip Code):			

INSTRUCTIONS FOR FILING AN UNFAIR PRACTICE CHARGE

- (1) Type or clearly print all information and complete all sections of the charge.
- (2) Under Section 3 (Statement of Charge) provide a **CLEAR AND CONCISE** statement of the specific facts (not just cursory legal allegations) constituting the alleged unfair practice. If you need more space for your statement, then attach it to the charge. You may **not** rely on other documents (such as letters, emails, or memoranda) submitted with the charge to constitute your statement. You must instead identify the relevant facts in your charge.
- (3) The Statement of Charge must:
 - a. list the **subsections** of the Act alleged to have been violated (at the top of Section 3);
 - b. specify the **date**, and, to the extent known, the **place** the alleged acts occurred and the **names** of the persons alleged to have committed such acts.
- (4) In Section 4, state specifically the remedy you are asking the Commission to order.
- (5) Sign and date the Certification in Section 6 at the end of the second page. Provide a new signature and date for any amendments.
- (6) File the charge by sending it by email to mail@perc.state.nj.us, by fax to 609-777-0089, or by mail/courier to the addresses above.
- (7) You **must** include with your filing proof that you served a copy of the charge on the respondent(s). Proof can take the form of a statement explaining how, when, and on whom the charge has been served. You can also CC respondents if filing by email.

A CHARGE WILL NOT BE PROCESSED IF THE ABOVE REQUIREMENTS ARE NOT MET.

3. STATEMENT OF CHARGE

List the subsection(s) of [N.J.S.A. 34:13A-5.4\(a\)](#) that you allege the public employer respondent(s) violated: _____

List the subsection(s) of [N.J.S.A. 34:13A-5.4\(b\)](#) that you allege the employee organization respondent(s) violated: _____

Pursuant to the New Jersey Employer-Employee Relations Act, as amended, the charging party hereby alleges that the above-named respondent(s) engaged in conduct constituting the alleged unfair practice(s) within the meaning of the above-listed subsection(s) in that:

(See next page for additional space)

Statement of Charge Continued

4. REMEDY SOUGHT *(State the remedy you request the Commission to order)*

5. PLEASE ADVISE:

1) Has a grievance been filed which is based upon the same facts alleged in the charge or is otherwise related to the charge?

Yes No If yes, what is the status of the grievance?

2) Are there any filings at PERC, in court, at the Office of Administrative Law, or before any other administrative agency which are based upon the same facts alleged in the charge or are otherwise related to the charge?

Yes No If yes, please specify what they are. If possible, please include docket numbers.

3) Are the parties in negotiations?

Yes No If yes, in what stage of the negotiations process are the parties (negotiations, mediation, fact-finding, super conciliation, interest arbitration)? Please include the date of the next scheduled negotiations session.

6. CERTIFICATION

I declare that I have read the above charge and that the information is true to the best of my knowledge and belief.

By _____ (Signature) _____ (Title) _____ (Date)