

**The following sample format should be used by an organization's charging party when bringing charges based upon a complaint. The charges are brought in writing and the Chairman of the Disciplinary Body (Committee) should include a copy with the report to Memphis.**

Sample Charging Letter

To: Chairman of Dogpatch Unit Disciplinary Committee

From: President of Dogpatch Unit or Dogpatch Unit Charging Party

Date: November 15, 1937

Lil Abner, ACBL number 7777777, is charged with Code of Disciplinary Regulations grounds for discipline 3.1, 3.2 and 3.7 based upon the attached complaint from Daisy Mae, ACBL number 8888888.

Upon receipt, please notify the player charged and schedule, conduct and report the decision in accordance with the procedures of the ACBL Code of Disciplinary Regulations.