

Claim Worksheet: Title VII Retaliation

Element of your legal claim	Evidence
Plaintiff engaged in protected activity (such as	
complaining about discrimination to HR).	
Defendant took an adverse action against	
Plaintiff	
in retaliation for Plaintiff's engaging in	
protected activity.	
Defendant's non-discriminatory reason is	
pretext for retaliation.	
Plaintiff filed a charge with the EEOC	
Division of Human Rights	
Comm'n within 300 days of the adverse action.	
Plaintiff received a Right to Sue letter and filed a	
Complaint with the United States Federal District Court	
of Colorado within 90 days.	

This Tip Sheet is designed to provide information to pro se civil litigants in Colorado. It is not a substitute for legal advice from an experienced attorney. If you have any questions, please call the Federal Pro Se Clinic at (303) 380-8786.