Employee Request for Annual Leave

		* 2.
Employee Name: KEVIN LEEK		
Employee Maine:		
I request PAID leave from work as follows:		
1 - April 194	- ·	
Commencing: TUES TYPKIL O		
Commencing: TUES APRIL 674 Ending: FRIDAY APRIL 974		-
Ending: FRIDAY FIPRIL 774		* ,
	8 1 12 0	
Number of days to be taken: 4		
Number of days to be taken.		
I request UNPAID leave from work as follows:		
Commencing:		
commencing.		
Ending:		
Number of days to be taken:		
	for some of some moral	
Please Note: Unpaid leave <u>cannot</u> be taken until all leave entitlement		(a) \$-
no unpaid leave can be taken without the prior authorisation of Richar	d or Martin.	
		*
JM	S SPECIALIST JOINE	
Employee's Signature:	TALUST JOINE	RYITO
Employee's Signature:		
Employee's Signature:	40.	· /
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Authorised by: ACTION		
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R.C. Hayhoe:		
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M. O'Brien::	se only:	V
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