Employee Request for Annual Leave

Employee Name: _	REVIN LEEK		
-			
I request PAID leave	from work as follows:		
	22		
Commencing: FRI	22 NO OG 2021	<u> </u>	
F 10			
Ending:			
Number of days to b	a talcan.	•	
Number of days to be	e taken:		
l request UNPAID lea	ave from work as follows:		
,		w.	
Commencing:			
Ending:			
Number of days to b	e taken:	<u> </u>	
Please Note: Linns	d logue sannet he taken justil s	all leave entitlement is used up and	
		thorisation of Richard or Martin.	
unpaid icase can	be taken without the prior day	anonsation of Menara of Martin.	
	11/1-		
Employee's Signatur	e:/	The second	
		CAL 157 WOLK	
Authorised by:	V	12 UC1 2001	
		2021	
D.C. Umuhan		ACTION	
R.C. Hayhoe:			
M. O'Brien: :			
O Ditell, ,	***************************************	Office use only:	
		Days remaining(\	