

## Employee Request for Annual Leave

Employed	e Name: _ <u> </u>	lark Ru	PAL	DIMC-ZONES		
l request	PAID leave fro	m work as j	ollov	vs:		
Commen	cing: _ರ್ಷಾ	y 191-1	Jer	1 2022		
Ending:	***		\.	~		
Number o	of days to be ta	ken:	1			
l request	UNPAID leave	from work (	as fol	lows:		
Commen	cing:	· , · . · · · · · · · · · · · · · · · ·				
Ending:			_/			
Number o	of days to be tal	ken:				
				ken until all leave ei e prior authorisatioi		
Employee	e's Signature: .!'.	not a	,		Jas specie	ALIST JOINERY LTD ,
Authorise	ed by:	J	······································			PR 2022
J.R. Hayh	oe:	· · · · · · · · · · · · · · · · · · ·				COPIES
M. O'Brien:					Office use only: Days remaining	
DOCUMENT REFERENCE:	ADM-FM-001 HOLIDAY REQUEST FORM	VERSION NO:	1.1	CREATION DATE: LAST REVISION DATE: NEXT REVIEW DATE:	27/03/2013 22/12/2021 TBC	Page 1 of 1