

## Employee Request for Annual Leave

Employee	Name: MAR	k Rc	ADING JON	E 3		
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l request f	PAID leave from wo	k as follo	M/S:			
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Commenc	ing: Thursday	24	March	2022		
		<i></i>	**	,~		
Ending:						
Number o	f days to be taken: _					
			19			
l request l	INPAID leave from	work as jo	mows:			
Commenc	ing:					
- 0						
Ending:		$\overline{}$				
Number o	f days to be taken: _					
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riease ivo no unnaid	te:   Unpaid leave <u>c</u> c leave can be taken	<u>annot</u> be t without t	aken until dil ledve he prior authorisati	ion of Richard o	Martin.`	
no anpaid	lease can be conten	0010110000				
	to the	100	,	Jules		
Employee	's Signature: ١٢٧٧	/	<u> </u>	SPECI	ALIST JOINERY LTD	
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Authorise	d by:	V		221	MAR 2022	
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ID Hends				ACTION	COPIES	
J.R. Hayh	ge:	• • • • • • • • • • • • • • • • • • • •			JODPHES -	
M. O'Brien:					Office use only:	
				Days remai	ning(\	
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DOCUMENT REFERENCE:	ADM-FM-001 HOLIDAY REQUEST FORM	ON NO: 1.1	CREATION DATE: LAST REVISION DATE:	27/03/2013 22/12/2021	Page 1 of 1	