Employee Request for Annual Leave

Employee Name: A BARCO	
I request PAID leave from work as follows:	*
10/1/2022	· · · · · · · · · · · · · · · · · · ·
Commencing: 08/06/2022	*
Ending:	
Number of days to be taken:	
Trumber of days to be taken.	-
I request UNPAID leave from work as follows:	
Commencing:	
Ending:	
Number of days to be taken:	
Number of days to be taken:	-
Please Note: Unpaid leave cannot be taken until all le	ave entitlement is used up and
no unpaid leave can be taken without the prior author	isation of Richard or Martin.
Employee's Signature: A. El	JMS SPECIALIST JOINERY LTD
Employee's Signature:	JUNERY LID
I would	14 DÉC 2021
Authorised by:	
	ACTION JOPIES
P.C. Haubaa	ACR I
R.C. Hayhoe:	
M. O'Brien: :	Office use only:
	Days remaining