

Employee Request for Annual Leave

En	nployee	Name: <u>MA</u>	LCOM T	AY	con				
l re	equest f	PAID leave from	n w <mark>ork</mark> as f	ollow	ıs:				
Co	mmenc	ing: <u>Fri 29</u>	4 April	2	7				
En	ding:			_					
	-	f days to be tal	ken:(-					
1 r	equest l	INPAID leave j	rom work o	ıs foli	lows:				
Cc	mmenci	ng:	¥.	_					
En	iding:								
Nu	umber o	f days to be tak	en:	ģ.					
Pl no	ease No unpaid	te: Unpaid led leave can be t	ave <u>cannot</u> (aken witho	be ta ut th	ken until all leave en e prior authorisation	titlement is u of Richard o	ised up and r Martin		
E	mployee	's Signature: ./.	Udcolor []	197		CIALIST	JOINERY LTD		
A	uthorise	d by:				26 APR	2022		
J.	R. Hayho	oe:				GOF	TES DO.		
<i>N</i>	M. O'Brien:						Office use only: Days remaining \(\sum_{\mathbb{S}} \)		
DOCI INCENIT PER	EDENICE: 1	ADM EM 001							
DOCUMENT REF	EVĖINCE:	ADM-FM-001 HOLIDAY REQUEST	VERSION NO:	1.1	CREATION DATE: LAST REVISION DATE:	27/03/2013 22/12/2021	Page 1 o	f 1	

NEXT REVIEW DATE:

TBC

FORM DS

DOCUMENT OWNER: