

## **Employee Request for Annual Leave**

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Employee N	lame:	1270		Will.	· ·		
I request PA	AID leave fron	n work as follo	ws:				
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Please Note	e: Unpaid le	ave <u>cannot</u> be	taker	until all leave en	titlement is u	sed up an	d
no unpaid l	eave can be i	aken without	the p	rior authorisation	of Richard o	· Martin.	
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M. O'Brien					Office use	only:	16
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DOCUMENT DESERVES	ADM FRA 604				L		
	ADM-FM-001 HOLIDAY REQUEST FORM	VERSION NO: 1	.1 LA	EATION DATE: ST REVISION DATE: ST REVIEW DATE:	27/03/2013 22/12/2021 TBC	Pa	age 1 of 1