



Corporate Management Group

Absence Request

Absence Information

Employee Name: Dao Zang Thao
 Department: sanitation
 Supervisor: Hector Aponte / Annis Jacobsen

Type of Absence Requested:

- Sick Vacation Bereavement Time Off Without Pay
 Military Jury Duty Maternity/Paternity Other

Dates of Absence: From: 7/22/15 To: 7/25/15

Reason for Absence:

You must submit requests for absences, other than sick leave, two days prior to the first day you will be absent.

Dao Zang Thao 7/14/15
 Employee Signature Date

Manager Approval

- Approved
 Rejected

Comments:

[Signature] 7-15-15
 Supervisor Signature Date
[Signature] 7/16/15
 CMG Signature Date