



Corporate Management Group

Absence Request

Absence Information

Employee Name: John Thas
Department: Sanitation 1st
Supervisor: Hector Aponte

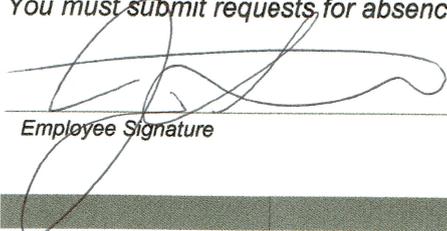
Type of Absence Requested:

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

Dates of Absence: From: August 7-9 To: _____

Reason for Absence: sisters wedding

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



Employee Signature

7/9/15
Date

Manager Approval

- Approved
 Rejected

Comments:

Supervisor Signature Date

CMG Signature Date



Corporate Management Group

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Employee Name: John Thao
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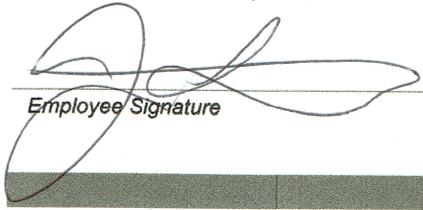
Type of Absence Requested:

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

Dates of Absence: From: July 11 To: July 11

Reason for Absence: friend passed away

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


Employee Signature

7/9/15
Date

Manager Approval

- Approved
 Rejected

Comments:

Supervisor Signature

Date

CMG Signature

Date