



Corporate Management Group

Absence Request

Absence Information

Employee Name: Thomas Dudrex
Department: Bakery
Supervisor: Miguel

Type of Absence Requested:

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

Dates of Absence: From: April 6 To: April 6

Reason for Absence:

Court

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

Thomas Dudrex 3-30-16
Employee Signature Date

Manager Approval

- Approved
 Rejected

Comments:

[Signature] 3/30/16
Supervisor Signature Date
[Signature] 3/30/16
CMG Signature Date