

September 9, 2014

CMG
625 2nd Street
Saint Paul Park, MN 55071

Dear CMG,

I would like to request a three-week leave beginning from the 22nd of December and ending on the 12th of January. I am getting married on Saturday, December 27, 2014 and the ceremony will be in the country of Haiti. I was planning to get married in July of this year but because I recently started this position, I moved my wedding to the month of December. As one may know, a lot of time is taken toward preparations and when I get to Haiti, I will have to take hospital exams, fill marriage and government documents. This is why I have requested a three-week leave. I would be very appreciative if you could grant me this request.

Thank you and best regards,



Gerson Elmeus