

LOCAL 564
REQUEST FOR FLEX VACATION DAYS

I hereby request the following Flex Vacation (FV) day(s):

This will be my selections:

- () _____
- () _____
- () _____
- () _____
- () _____

If previous FV's have been taken, please list dates in order taken.

Note: Flex vacation days will not be permitted on Holidays, and from December 20th through December 31st of any given year. All requests for December FV's must be submitted before November 20th.

Location _____ Shift _____ Date _____

Employee Name (PRINT)

Employee Number

Employee Signature

Supervisor's Signature

Distribution: ORIGINAL – Payroll
COPY – Crew Supervisor
COPY – Member