

McLaren Print System Order

Order No: 47146
Order Date: 2019-07-23
User: jacqueline silva
Phone: 810-342-2270

Ship Location: McLaren Flint- 10 South Attn: Tony
401 south ballenger hwy
flint, michigan 48532

Forms

Quantity: 100
Paragon Dept No: 23040
Dept Name: 10 south
Company Number: 60

Order Total Price: 11.17

Item Number: MHCC-612
Item Description: Request for Scheduled Absence
Revision Date: 7/2014
Print: 1 sided black and white
Paper: 3 Part (White, Yellow, Pink)
Size: 8.5 x 11
Fold:
Finish:
Drill:
Misc Info:

McLaren Flint Region
 McLaren Jackson Region
 McLaren Jackson Valley Region
 McLaren Lake St. Clair Region
 McLaren Macomb Region
 McLaren Montcalm Region
 McLaren Muskegon Region
 McLaren Saginaw Region
 McLaren Shiawassee Region
 McLaren St. Joseph Region
 McLaren Washtenaw Region
 McLaren Western Branch Region
 McLaren Eastern Branch Region
 McLaren Genesee Region
 McLaren Ingham Region
 McLaren Ionia Region
 McLaren Isabella Region
 McLaren Leelanau Region
 McLaren Livingston Region
 McLaren Mack Region
 McLaren Manistee Region
 McLaren Mecum Region
 McLaren Montcalm Region
 McLaren Muskegon Region
 McLaren Saginaw Region
 McLaren Shiawassee Region
 McLaren St. Joseph Region
 McLaren Washtenaw Region
 McLaren Western Branch Region
 McLaren Eastern Branch Region
 McLaren Genesee Region
 McLaren Ingham Region
 McLaren Ionia Region
 McLaren Isabella Region
 McLaren Leelanau Region
 McLaren Livingston Region
 McLaren Mack Region
 McLaren Manistee Region
 McLaren Mecum Region

Request for Scheduled Absence

Today's Date: _____
To: _____
From: _____

I would like to request the following time off:
 PTO (for two week amount check one of requests must be volume of all requested days)
 Other (for day, bi-weekly, etc.)
Date: _____

Comments: _____

PTO Request Available: _____ Not Approved
Approved: _____
I have read this request for time off and found it correct.

Date: _____ Employee Signature: _____
Date: _____ Supervisor Signature: _____

Spec Info:

McLaren Flint Region
 McLaren Jackson Region
 McLaren Jackson Valley Region
 McLaren Lake St. Clair Region
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