

McLaren Print System Order

Order No: 56181
Order Date: 2020-08-20
User: Tracy Hawk
Phone: 810-342-4917

Ship Location: McLaren Flint /2N Attn: Tracy Hawk
401 S. Ballenger Hwy
Flint, MI 48532

Forms

Quantity: 2500
Paragon Dept No: 27250
Dept Name: Heart & Vascular
Company Number: 60

Order Total Price: 236.50

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 HEALTH CARE
Request for Scheduled Absence
Today's Date: _____
To: _____
From: _____
I would like to request the following time off:
- PTO (to be used within one of requests must be within 90 days of request date)
- Other (to be used within 90 days of request date)
Comments: _____
PTO Request Available: _____ Not Approved
Approved: _____
I have read this request for time off and find it correct.
Date: _____ Requester Signature: _____
Date: _____ Supervisor Signature: _____

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Date: _____ Supervisor Signature: _____

Spec Info: These are for Radiology, but you can deliver to my office. I will give to that department.