

McLaren Print System Order

Order No: 7330
Order Date: 2014-11-24
User: Kirstie Goolsby
Phone: 586-978-7930

Ship Location: Kirstie Goolsby-Rizzo
1030 Harrington, Suite 205
Mt. Clemens, Michigan 48043

Forms

Quantity: 500
Paragon Dept No: 90352
Dept Name: MMG Macomb
Company Number: 810

Order Total Price: 48.88

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: None
Finish:
Drill:
Misc Info:

McLaren Health Region
 McLaren Cancer Management
 McLaren Children's
 McLaren Eastern Campus
 McLaren Health Care
 McLaren Macomb
 McLaren Medical Group
 McLaren Perinatal Management
 McLaren Primary Care
 McLaren Sports Medicine
 McLaren Women's Health
 McLaren Other

McLaren Macomb
 McLaren Medical Group
 McLaren Other

Request for Scheduled Absence

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

I would like to request the following time off:
 PTO (for two and a half days, one of requests must be in volume of at least 1000000)
 Other (for two and a half days, one of requests must be in volume of at least 1000000)

Comments: _____

PTO Request Available: _____ Not Approved
Approved: _____
I have used this request for time off without it being correct.

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

McLaren Health Region
 McLaren Cancer Management
 McLaren Children's
 McLaren Eastern Campus
 McLaren Health Care
 McLaren Macomb
 McLaren Medical Group
 McLaren Perinatal Management
 McLaren Primary Care
 McLaren Sports Medicine
 McLaren Other

McLaren Macomb
 McLaren Medical Group
 McLaren Other

Request for Scheduled Absence

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

I would like to request the following time off:
 PTO (for two and a half days, one of requests must be in volume of at least 1000000)
 Other (for two and a half days, one of requests must be in volume of at least 1000000)

Comments: _____

PTO Request Available: _____ Not Approved
Approved: _____
I have used this request for time off without it being correct.

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