

McLaren Print System Order

Order No: 9580 Reprint Previous Order No: 8112  
Order Date: 2015-03-04  
User: Dolores Guy  
Phone: Dodge Park

Ship Location: Dolores Guy  
35111 Dodge Park  
Sterling Heights, MI 48312

Forms

Quantity: 100  
Paragon Dept No: 72500  
Dept Name: McLaren Pediatrics  
Company Number: 810

Order Total Price: 10.87

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 Erie Region  
 McLaren Eastern Michigan  
 McLaren Children  
 McLaren Eastern Jackson  
 McLaren Eastern Michigan  
 McLaren Health Care  
 McLaren Intensive Care  
 McLaren Children's Hospital

McLaren Eastern Region  
 McLaren Mackinac  
 McLaren Midland  
 McLaren Western Michigan  
 McLaren Western Michigan  
 McLaren Health Care  
 McLaren Intensive Care  
 McLaren Children's Hospital

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 80000)  
 Other (for two and a half days, one of requests must be in volume of at least 80000)

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 Erie Region  
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Comments: \_\_\_\_\_  
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\_\_\_\_\_

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Date: \_\_\_\_\_ Employee Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Supervisor Signature: \_\_\_\_\_