

**TO THE VACATION BOARD**

# \_\_\_\_\_

Please check the appropriate boxes:

I \_\_\_\_\_ am requesting the Board to consider the following:  
(Print Name)

\_\_\_\_\_ Allow the postponement of this year's vacation for the following reason:  
\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_ Secure a loan against my current year's vacation account.  
(Must be a Local 309 Credit Union Member)

**\* Note: All Vacation Days must be taken unless waived by Vacation Board!**

Check one:

I am currently \_\_\_\_\_ employed, \_\_\_\_\_ unemployed,  
or \_\_\_\_\_ working out of the jurisdiction.

\_\_\_\_\_ I received my vacation money      Name: \_\_\_\_\_

\_\_\_\_\_ I did not receive my money      (Signature)

\_\_\_\_\_ Number of weeks or days      SSN: \_\_\_\_\_

Date: \_\_\_\_\_

Please indicate the approximate date that you plan on using this vacation time.  
\_\_\_\_\_

**Approved** \_\_\_\_\_ **Disapproved** \_\_\_\_\_ **By:** \_\_\_\_\_

# \_\_\_\_\_

Send in this portion when you are taking the postponed vacation.

I wish to start my vacation on \_\_\_\_\_

I have \_\_\_\_\_ days remaining on my postponed vacation.

Name: \_\_\_\_\_

SSN: \_\_\_\_\_

Date: \_\_\_\_\_