



WORKING
TOGETHER FOR
SASKATCHEWAN

VACATION REQUEST

I, _____, am requesting vacation pay for the following
(print name)

dates: _____.

My salary is _____ per hour/day and I work _____ hours per day.

I authorize SGEU to verify with my employer that I have used vacation time for the above dates. In the current calendar year I have used _____ days.

Supervisor/Contact Phone/Email

Supervisor/Contact Name

Date

Signature of Member

Date

Approved by Bargaining Unit Chairperson

**THIS IS FOR PUBLIC SERVICE MEMBERS ATTENDING
PUBLIC SERVICE EVENTS ONLY.**

NOT APPLICABLE FOR SGEU PROPER.