SGEU

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

_____
Signature of President