

McLaren Print System Order

Order No: 6554
Order Date: 2014-10-17
User: Julie Coon
Phone: 810-342-5102

Ship Location: 6 south CCU- Julie Coon
401 South Ballenger Hwy
Flint, MI 48532

Forms

Quantity: 500
Paragon Dept No: 20210
Dept Name: CCU
Company Number: 60

Order Total Price: 48.88

Item Number: MHCC-612
Item Description: Request for Scheduled Absence
Revision Date:
Print: 1 sided black and white
Paper: 3 Part (White, Yellow, Pink)
Size: 8.5 x 11
Fold:
Finish:
Drill:
Misc Info:



The form is titled "Request for Scheduled Absence" and features the McLaren logo and "HEALTH CARE" text. It includes a checklist of reasons for absence, a section for "Today's Date" and "From:" with lines for start and end times, and a "PTD Inquiry Availability" section. The bottom of the form has lines for "Date" and "Signature" for both the employee and the supervisor.



This is an identical copy of the form described above, positioned below the first one.