

McLaren Print System Order

Order No: 48488
 Order Date: 2019-09-08
 User: Rebecca (Becky) Roberts
 Phone: 810-342-2203

Ship Location: McLaren Flint - 2 Central
 401 S. Ballenger Hwy.
 Flint , MI

Forms

Quantity: 100
 Paragon Dept No: 23012
 Dept Name: McLaren Flint - 2 Central
 Company Number: 60

Order Total Price: 11.17

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 HEALTH CARE

McLaren Flint Region
 McLaren Jackson Region
 McLaren Kalamazoo Region
 McLaren LeAnn Region
 McLaren Midland Region
 McLaren Okemos Region
 McLaren Port Huron Region
 McLaren St. Joseph Region
 McLaren Spartanburg Region
 McLaren Tri-City Region
 McLaren Westland Region
 McLaren Whitefish Bay Region
 McLaren Wood County Region
 McLaren York Region
 McLaren 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 hours, one of requests must be in volume of at least 1 day)
 Other (for two and a half hours, one of requests must be in volume of at least 1 day)

Comments: _____

PTO Hours Available: _____
 Approved: _____ Not Approved: _____
 I have read this request for time off and find it correct.

Date: _____ Employee Signature: _____
 Date: _____ Supervisor Signature: _____

Spec Info:

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