

McLaren Print System Order

Order No: 51568 Reprint Previous Order No: 8112
Order Date: 2020-01-09
User: Lisa Bolanowski
Phone: 810-342-2351

Ship Location: McLaren Flint-6 south CCU Attn: Lisa
401 S. Ballenger Hwy
Flint, MI 48532

Forms

Quantity: 500
Paragon Dept No: 20210
Dept Name: 6 south CCU
Company Number: 60

Order Total Price: 50.38

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 Flint Region
 McLaren Jackson Region
 McLaren Jackson Valley Region
 McLaren Lakeview Region
 McLaren Macomb Region
 McLaren Midland Region
 McLaren North Branch Region
 McLaren Okemos Region
 McLaren Port Huron Region
 McLaren Saginaw Region
 McLaren Shiawassee Region
 McLaren Sparta Region
 McLaren Westland Region
 McLaren Ypsilanti 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 1000000)
 Other (for two and a half hours, one of requests must be in volume of at least 1000000)

Comments: _____

PTO Request Available: _____ Not Approved
Approved: _____
I have used this request for time off without it being correct.

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

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 McLaren Jackson Region
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