

McLaren Print System Order

Order No: 9136  
Order Date: 2015-02-18  
User: Donnyele Mance  
Phone: 810-342-2065

Ship Location: McLaren Flint 12 South / Donnyele Mance  
401 S. Ballenger Hwy  
Flint, MI

Forms

Quantity: 500  
Paragon Dept No: 23060  
Dept Name: McLaren Flint 12 South  
Company Number: 60

Order Total Price: 48.88

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 Region  
 McLaren Okemos Region  
 McLaren Port Huron Region  
 McLaren Saginaw Region  
 McLaren Shiawassee Region  
 McLaren Sparta Region  
 McLaren Westland Region  
 McLaren Whitefish Bay Region  
 McLaren Ypsilanti Region  
 McLaren Zeeb 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 1000 hrs)  
 Other (for two and a half hours, one of requests must be in volume of at least 1000 hrs)

Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

PTO Hours Available: \_\_\_\_\_  
Approved: \_\_\_\_\_ Not Approved: \_\_\_\_\_  
I have read this request for time off and found it correct.

Date: \_\_\_\_\_ Employee Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Supervisor Signature: \_\_\_\_\_

McLaren Flint Region  
 McLaren Jackson Region  
 McLaren Jackson Valley Region  
 McLaren Lakeview Region  
 McLaren Macomb Region  
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