

McLaren Print System Order

Order No: 67111
 Order Date: 2022-01-14
 User: Samantha Larr
 Phone: 810-342-5963

Ship Location: McLaren Flint 4N IPR Attn: Samantha
 401 S Ballenger Hwy
 Flint, MI 48532

Forms

Quantity: 1000
 Paragon Dept No: 91120
 Dept Name: IPR
 Company Number: 60

Order Total Price: 96.00

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:

Request for Scheduled Absence

McLaren Flint Region
 McLaren Jackson Region
 McLaren Kalamazoo Region
 McLaren LeAnn Region
 McLaren Macomb Region
 McLaren Midland Region
 McLaren North Branch Region
 McLaren Okemos Region
 McLaren Port Huron Region
 McLaren St. Joseph Region
 McLaren Westland Region
 McLaren Other

Today's Date: _____
To: _____
From: _____
 I would like to request the following time off:
 PTO (for two week amount check one of requests must be volume of all requested days)
 Other (List Day, Replacement, etc)
Comments: _____

PTO Request Available: _____ Not Approved
 Approved (enter amount) _____
 I have used this request for time off without it correct.

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

Spec Info:

Request for Scheduled Absence

McLaren Flint Region
 McLaren Jackson Region
 McLaren Kalamazoo Region
 McLaren LeAnn Region
 McLaren Macomb Region
 McLaren Midland Region
 McLaren North Branch Region
 McLaren Okemos Region
 McLaren Port Huron Region
 McLaren St. Joseph Region
 McLaren Westland Region
 McLaren Other

Today's Date: _____
To: _____
From: _____
 I would like to request the following time off:
 PTO (for two week amount check one of requests must be volume of all requested days)
 Other (List Day, Replacement, etc)
Comments: _____

PTO Request Available: _____ Not Approved
 Approved (enter amount) _____
 I have used this request for time off without it correct.

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