

McLaren Print System Order

Order No: 83487 Reprint Previous Order No: 5860  
Order Date: 2024-02-28  
User: Vicki Stebner  
Phone: 810-342-2293

Ship Location: McLaren Flint 3 South OR, Attn Jerry Provorse  
401 S. Ballanger  
Flint, Mi 48532

Forms

Quantity: 1000  
Paragon Dept No: 30010  
Dept Name: OR  
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:

McLaren Flint Region  
 McLaren Jackson Region  
 McLaren Jackson Valley Region  
 McLaren Lake Superior Region  
 McLaren Macomb Region  
 McLaren Midland Region  
 McLaren North Branch Region  
 McLaren Okemos Region  
 McLaren Shiawassee Region  
 McLaren South Branch Region  
 McLaren West Branch 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 days, one of requests must be in volume of at least 1 day)  
 Other (List Day, Treatment, etc.)  
Date: \_\_\_\_\_ Employee Signature: \_\_\_\_\_  
Date: \_\_\_\_\_ Supervisor Signature: \_\_\_\_\_

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

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