NECSD Vacation Request Form 2022-2023

Name:									Date:							
Reporting Location:									Title:							
"Circle" the days you intend to use as vacation on the calendar below. Prior approval is required for all vacation days, so please plan accordingly. Return to immediate supervisor for approval. Please DO NO call the tape for vacation days. Unapproved vacation time may be charged against sick time or result in															roval. Please <u>DO NOT</u>	
							district holiday for that da			,		J	- 3			
July 2022							Holidays are built into calendar	January 2023 Holidays are built into calendar								
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Ap	prov	ved	by:								Dat	e: _				