

INDEPENDENT SCHOOL DISTRICT NO. 484

PIERZ, MN

EMPLOYEE'S REQUEST FOR FUNERAL LEAVE

- A. Request for _____ days of funeral leave with full salary and no deductions.
Relation of deceased to employee:

- B. Request for _____ additional days of funeral leave with full salary.
Additional days granted shall be deducted from the employee's sick leave days.

1. Reason for additional funeral leave days request is:

- C. Days when "Funeral Leave" days are to be: _____

Date of Request

Employee Signature

Date Approved

Approved By