Note: Please submit vacation applications early so there is enough time for the approval process prior to starting your vacation! Please call Tel. 5295 if you have any questions!

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Processing Notes:	Work Days	The application can – cannot – be	
Entitlement to vacation for the current year		approved	
Remaining vacation from the previous year		Entered in vacation register	10:
Available vacation prior to application		Signature	Sille
(Less) – Days requested		Remaining vacation days from	<i>1</i> 5.
Day remaining:		the previous year	

Attention: