APPLICATION FOR ANNUAL LEAVE

LEAVE YEAR: 1 April, 2007- 31st March, 2008

NUI GALWAY

NAME:

ANNUAL LEAVE ALLOWANCE: 20 Days **DAYS CARRIED FORWARD**:

DATES (inclusive)		**No. of Working Days**	**Signature of Applicant**	**To be signed before leave is commenced**	**Balance of Leave**	**Observations**
From	To			Authorised by Course Director		