

# Franklin County Public Schools

## Request for Waiver of Regulation R 5-43 - Vacation Days Maximum Accumulation for Carryover Regulation

I request waiver of Regulation R 5-43 which states "vacation days in excess of the maximum accumulation must be taken by June 15 of the fiscal year or these days will be lost". As of July 1, 2017, the maximum number of days that may be waved is five (5) each year.

I plan to use \_\_\_\_\_ of these days during the period between June 16 and July 31 as indicated below. I realize that any days in excess of the maximum accumulation which have not been taken by July 31 will be lost. All forms are due to the Human Resources Department by June 1st.

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### Vacation Dates

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Date

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Employee's Signature

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Date

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Supervisor's Signature

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Date

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Superintendent/Designee Signature