



INTERNATIONAL INFORMATION TECHNOLOGY TEAM INC.

LEAVE APPLICATION

| | |
|--|--|
| Name: | |
| Employee No | |
| Date Applied (mm/dd/yy): | |
| Client: | |
| Location: | |
| Home Phone Number: | |
| Work Number: | |
| Contact Phone Number While you are on vacation: | |

| |
|------------------------------------|
| Leave Start Date (mm/dd/yy) |
| Leave End Date (mm/dd/yy) |

| | |
|------------------------------|----------------------------------|
| Reason For Leave: | |
| | |
| | |
| | |
| | |
| | |
| Signature of Employee | Signature of Project Mgr. |
| | Signature of Employer |