

Zorro Management, LLC

Vacation/Leave Form

Name:

Cell:

Division/Department:

Phone (other):

Date Request Submitted:

E-mail:

Dates of Vacation/Leave Requested:

Date of Vacation/Leave to Begin:

Date of Return to Work:

Number of employees in your division/department expected to be absent during your requested vacation/leave?*

Total Number of Days Away:

Vacation with Pay:

Leave without Pay:

Personal/Sick Days:

Holidays:

Weekend Days:

Other:**

Total Days Away:

For internal use only:

Number of vacation days permitted annually:

Number of vacation days used year-to-date:

Number of vacation days granted per this request:

Number of vacation days remaining after this request:

Number of medical days permitted annually:

Number of medical days used year-to-date:

Number of medical days granted per this request:

Number of medical days remaining after this request:

**If "Other," please explain:

Employee Signature:

Date:

Authorization:

Approval Date:

*Areas indicated must be verified with the supervisor before vacation/leave will be approved.

LEE MCKENZIE CONSULTING, LLC VACATION

| <u>NAME</u> | <u>ENTITLED TO</u> | <u>TAKEN</u> | <u>DUE</u> | |
|--|--|--------------|------------|--|
| <div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> (4/15/03) | 4 weeks per year + 12 Statuary Holidays (2004) | | | |
| | 02/05/04 - 02/24/04 (14 leave days, 6 weekend days) | 14 days | | |
| | 09/11/04 - 09/20/04 (4 leave days, 4 weekend days, 1 stat day) | 4 days | | |
| | 10/30/04 - 11/01/04 (2 weekend days, 1 stat day) | | | |
| | 12/02/04 - 12/05/04 (1 leave day, 2 weekend days, 1 stat day) | 1 day | | |
| | 2004 - 1 DAY DUE | | | |
| | 4 weeks per year + 12 Statuary Holidays (2005) | | | |
| | 01/14/05 - 01/17/05 (1 leave day, 2 weekend days) | 1 day | | |
| | 01/19/05 (1 stat Day) | | | |
| | 03/02/05 - 03/20/05 (10 leave days, 6 weekend days, 3 stat days) | 10 days | | |
| | 09/02/05 - 09/12/05 (5 leave days, 4 weekend days, 2 stat days) | 5 days | | |
| | 12/02/04 - 12/07/05 (1 leave day, 2 weekend days, 1 stat day) | 1 day | | |
| | 2005 - 4 DAYS DUE | | | |
| | 4 weeks per year + 12 Statuary Holidays (2006) | | | |
| | 02/11/06 - 03/06/06 (13 leave days, 8 weekend days, 2 stat days) | 13 days | | |
| | 09/07/06 - 09/12/06 (2 weekend days, 3 stat days) | | | |
| | 12/14/06 - 12/19/06 (1 leave day, 2 weekend, 2 stat days) | 1 day | | |
| | 2006 - 10 DAYS DUE | | | |
| | 4 weeks per year + 12 Statuary Holidays (2007) | | | |
| | 03/06/07 - 03/30/07 (16 leave days, 6 weekend days, 2 stat days) | 16 days | | |
| | 2007 - 14 DAYS DUE | | | |
| | 4 weeks per year + 12 Statuary holidays (2008) | | | |
| | 2 weeks per year added via JE | | | |
| | 12/25/07 - 01/23/08 (13 leave days, 8 weekend days, 8 stat days) | 13 days | | |
| 8/20/08 - 9/1/08 (4 leave days, 4 weekend days, 5 stat days) | 4 days | | | |
| 12/3/08 - 12/9/08 (3 leave days, 2 weekend days, 1 stat day) | 3 days | | | |
| 2008 - 24 DAYS DUE | | | | |
| 6 weeks per year + 12 Statuary Holidays (2009) | | | | |
| 2/25/09 - 3/22/09 - (14 leave days, 8 weekend days, 4 stat days) | 14 days | | | |
| 7/1/09 - 7/5/09 - (2 weekend days, 3 stat days) | | | | |
| 10/28/09 - 11/16/09 - (11 leave days, 6 weekend days, 2 stat days) | 11 days | | | |
| 2009 - 28 DAYS DUE | | | | |
| 6 weeks per year + 12 Statuary Holidays (2010) | | | | |
| 1/9/10 - 1/20/10 - (7 leave days, 4 weekend days, 1 stat day) | 7 days | | | |
| 6/11/10 - 6/20/10 (4 leave days, 4 weekend dats, 2 stat days) | 4 days | | | |
| 12/11/10 - 12/19/10 (2 leave days, 4 weekend days, 3 stat days) | 2 days | | | |
| 2010 - 44 DAYS DUE | | | | |
| 6 weeks per year + 12 Statuary Holidays (2011) | | | | |
| 4/7/11 - 4/10/11 (2 weekends, 2 stat days) | | | | |
| 5/11/11 - 5/30/11 (12 leave days, 6 weekend days, 2 stat days) | 12 days | | | |
| 10/6/11 - 10/9/11 (2 weekend, 2 stat days) | | | | |
| 12/13/11 - 12/15/11 (3 stat days) | | | | |
| 2011 - 63 DAYS DUE | | | | |
| Paid 63 days | | | | |

LEE MCKENZIE CONSULTING, LLC VACATION

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|--|--|--------------|------------|--|
| <div style="background-color: black; width: 100px; height: 15px; margin-bottom: 5px;"></div> (4/15/03) | 6 weeks per year + 12 Statuary Holidays (2012) | | | |
| | 3/10/12 - 4/1/12 (13 leave days, 8 weekend days, 2 stat days) | 13 days | | |
| | 9/20/12 - 9/24/12 (1 leave day, 2 weekend days, 2 stat days) | 1 day | | |
| | 10/6/12 - 10/14/12 (5 leave days, 4 weekend days) | 5 days | | |
| | 2012 - 11 DAYS DUE | | | |
| | 6 weeks per year + 12 Statuary Holidays (2013) | | | |
| | 3/18/13 - 4/7/13 (11 days, 6 weekend, 4 stat days) | 11 days | | |
| | 7/12/13 - 7/14/13 (1 stat day, 2 weekend days) | | | |
| | 9/4/13 - 6/15/13 (8 leave days, 4 weekend days) | 8 days | | |
| | 10/24/13 - 10/27/13 (2 stat days, 2 weekend days) | | | |
| | 2013 - 22 DAYS DUE | | | |
| | 6 weeks per year + 12 Statuary Holidays (2014) | | | |
| | 2/21/14 - 2/23/14 (1 stat day, 2 weekend days) | | | |
| | 4/4/14 - 4/27/14 (10 leave days, 8 weekend days, 6 stat days) | 10 days | | |
| | 5/23/14 - 5/26/14 (1 leave day, 2 weekend days, 1 stat day) | 1 day | | |
| | 8/29/14 - 9/9/14 (7 leave days, 4 weekend days, 1 stat day) | 7 days | | |
| | 12/15/14 - 12/17/14 (3 leave days) | 3 days | | |
| | 2014 - 32 DAYS DUE | | | |
| | 6 weeks per year + 12 Statuary Holidays (2015) | | | |
| | 1/3/15 - 1/5/15 (2 weekend days, 2 stat days) | | | |
| | 3/26/15 - 4/12/15 (10 leave days, 6 weekend days, 2 stat days) | 10 days | | |
| | 5/29/15 - 5/31/15 (1 leave day, 2 weekend days) | 1 day | | |
| | 9/17/15 - 9/27/15 (6 leave days, 4 weekend days, 1 stat day) | 6 days | | |
| 2015 - 40 DAYS DUE | | | | |
| 6 weeks per year + 12 Statuary Holidays (2016) | | | | |
| 1/7/16 - (1 day) | 1 day | | | |
| 1/22/16 - (1 day) | 1 day | | | |
| 2/24/16 - 3/6/16 (8 leave days, 4 weekend days) | 8 days | | | |
| 3/10/16 - 3/14/16 (3 leave days, 2 weekend days) | 3 days | | | |
| 4/5/16 - 4/17/16 (9 leave days, 4 weekend days) | 9 days | | | |
| 6/24/16 - 6/26/16 (1 leave day, 2 weekend days) | 1 day | | | |
| 2016 - 47 DAYS DUE | | | | |
| 6 weeks per year + 12 statuary Holidays (2017) | | | | |
| 1/3/17 - 1/15/17 (6 leave days, 4 weekend days, 3 stat days) | 6 days | | | |
| 9/8/17 - 9/17/17 (5 leave days, 2 weekend days, 1 stat day) | 5 days | | | |
| 12/8/17 - 12/12/17 (3 leave days, 2 weekend days) | 3 days | | | |
| 2017 - 63 DAYS DUE | | | | |
| 6 weeks per year + 12 Statuary Holidays (2018) | | | | |
| 2/23/18 - 2/28/18 (3 leave days, 2 weekend days, 1 stat day) | 3 days | | | |
| 10/20/18 - 10/29/18 (5 leave days, 4 weekend days) | 5 days | | | |
| 2018 - 115 DAYS DUE | | | | |
| 6 weeks per year + Statuary Hoildays (2019) | | | | |
| 4/10/19 - 4/28/19 (11 leave days, 6 weekend days, 2 stat days) | 11 days | 104 days | | |



Zorro Ranch <[REDACTED]>

Fwd: Ref

1 message

To: [REDACTED] <[REDACTED]>

Wed, Feb 13, 2019 at 12:40 PM

Sent from my iPhone

Begin forwarded message:

From: J <jeevacation@[REDACTED]>
Date: February 11, 2019 at 11:25:06 PM MST
To: [REDACTED] <[REDACTED]>
Subject: Re: Ref

Yes

On Mon, Feb 11, 2019 at 11:34 PM [REDACTED] <[REDACTED]> wrote:

Good Evening
Would the following dates for our vacation work for you
Wednesday 10 Apr to Sun 28th Apr
Cost for 2 Economy tickets to Auckland NZ
\$3000.00 total
Can we proceed
Regards Brice

Sent from my iPhone

On Feb 10, 2019, at 10:00 AM, J <jeevacation@gmail.com> wrote:

your choice you deserve a vacation

On Sun, Feb 10, 2019 at 12:00 PM [REDACTED] <[REDACTED]> wrote:

Just saw your schedule
Probably best We go to NZ after your visit

Sent from my iPhone

On Feb 10, 2019, at 6:22 AM, J [REDACTED] <[REDACTED]> wrote:

is that week of 4th or 11th ?

On Tue, Jan 29, 2019 at 7:46 PM [REDACTED] <zdc.rt41@gmail.com> wrote:
Good Evening
We have been reviewing dates for New Zealand and would prefer to go a little later, giving time for the Red House being near completion
2nd week of March, does this work for you?
Regards
Brice



Lee McKenzie <[redacted]>

Fwd:

1 message

To: [redacted] <[redacted]>

Tue, Jan 8, 2019 at 1:49 PM

VACATION APPROVAL BY JEE
Forwarded Conversation
Subject:

From: J <jeevacation@gmail.com>
Date: Sun, Jan 6, 2019 at 3:23 AM
To: Brice <[redacted]>, LSJ GSJ <thesaintjames.group@gmail.com>

Might be too short but if you like ill fly to New York on tues late. You both are welcome to fly with me and have an apartment for a few days . Then go to ranch rested

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please note
The information contained in this communication is confidential, may be attorney-client privileged, may constitute inside information, and is intended only for the use of the addressee. It is the property of JEE
Unauthorized use, disclosure or copying of this communication or any part thereof is strictly prohibited and may be unlawful. If you have received this communication in error, please notify us immediately by return e-mail or by e-mail to jeevacation@gmail.com, and destroy this communication and all copies thereof, including all attachments. copyright -all rights reserved

From: LSJ GSJ <[redacted]>
Date: Sun, Jan 6, 2019 at 6:21 AM
To: J <jeevacation@gmail.com>
Cc: Brice <[redacted]>

Thanks for offer, but really need the time to hand over things etc

From: [redacted] <[redacted]>
Date: Sun, Jan 6, 2019 at 6:46 AM
To: <jeevacation@[redacted]>

Thank you for the offer
We also need more time for packing etc
Would it be ok if we spent a few nights nights in Las Vegas NV before heading to the Ranch

Regarding our vacation time
We are would like to visit my family in NZ
Its been 5 years since where last back
Tentative dates 7 th Feb to 22nd Feb
We will confirm dates once back at Ranch

Is that ok?

https://[redacted]

Sent from my iPhone

From: J <jeevacation@ [REDACTED]>
Date: Sun, Jan 6, 2019 at 6:56 AM
To: [REDACTED] < [REDACTED]>

All ok

From: [REDACTED] < [REDACTED]>
Date: Sun, Jan 6, 2019 at 7:00 AM
To: LSJ GSJ < [REDACTED]>

Thank you

Sent from my iPhone

On Jan 6, 2019, at 6:21 AM, LSJ GSJ < [REDACTED]> wrote:

From: J < [REDACTED]>
Date: Sun, Jan 6, 2019 at 7:22 AM
To: [REDACTED] < [REDACTED]>

and ill pay for trip.

On Sun, Jan 6, 2019 at 5:46 AM [REDACTED] < [REDACTED]> wrote:

From: [REDACTED] <bgordon.lsj@gmail.com>
Date: Sun, Jan 6, 2019 at 12:53 PM
To: J <jeevacation@gmail.com>

Wow !!
Thank you

Sent from my iPhone

[REDACTED]
The Saint James Group
USVI

Ph: (340) 201 9533