

Zorro Development Corp.

49 Zorro Ranch Road Stanley, NM 87056 Tel: [REDACTED]

Fax: [REDACTED]

E-mail: [REDACTED]

Vacation / Leave Form

Name:

Date of Request:

7/11/13

Dates of Requested:

Date of First Day of Vacation:

7/12/13

Date Return to Work:

7/15/13

Total Number of Days:

Leave Days:

Weekend Days:

Holidays:

Personal / Sick:

Days Remaining:

19 days

Type of Leave:

Vacation with Pay Leave without pay Personal Sick Leave Other

If Other Explain:

Holiday: 4th of July

Approved JE via E Mail 7/11/13

List of all contact information:

Phone:

Cell:

Email:

The following must be verified with Estate Manager

1. The number of vacation days you have taken.
2. The number employee in your division / department that are leave at the same time

Approved:

TTR CONSULTING, LLC VACATION

<u>NAME</u>	<u>ENTITLED TO</u>	<u>TAKEN</u>	<u>DUE</u>
[REDACTED] (4/15/03)	6 weeks per year + Statuary Holidays (2012) 3/10/12 - 4/1/12 (13 leave days, 8 weekend days, 2 stat days) 9/20/12 - 9/24/12 (1 leave day, 2 weekend days, 2 stat days) 10/6/12 - 10/14/12 (5 leave days, 4 weekend days) 2012 - 11 DAYS DUE	13 days 1 day 5 days	
	6 weeks per year + Statuary Holidays (2013) 3/18/13 - 4/7/13 (11 days, 6 weekend, 4 stat days) 7/12/13 - 7/14/13 (1 stat day, 2 weekend days)	11 days	19 days

Zorro Development Corp.

49 Zorro Ranch Road Stanley, NM 87056 Tel: [REDACTED]

Fax: [REDACTED]

E-mail: [REDACTED]

Vacation / Leave Form

Name:

Date of Request:

7/11/13

Dates of Requested:

Date of First Day of Vacation:

7/12/13

Date Return to Work:

7/15/13

Total Number of Days:

Leave Days:

Weekend Days:

Holidays:

Personal / Sick:

Days Remaining: 19 days

Type of Leave:

- Vacation with Pay Leave without pay Personal Sick Leave Other

If Other Explain:

Holiday: 4th of July

Approved JE via E Mail 7/11/13

List of all contact information:

Phone:

Cell:

Email:

The following must be verified with Estate Manager

1. The number of vacation days you have taken.
2. The number employee in your division / department that are leave at the same time

Approved:

TTR CONSULTING, LLC VACATION

<u>NAME</u>	<u>ENTITLED TO</u>	<u>TAKEN</u>	<u>DUE</u>
 (4/15/03)	6 weeks per year + Statuary Holidays (2012) 3/10/12 - 4/1/12 (13 leave days, 8 weekend days, 2 stat days) 9/20/12 - 9/24/12 (1 leave day, 2 weekend days, 2 stat days) 10/6/12 - 10/14/12 (5 leave day, 4 weekend days)	13 days 1 day 5 days	
	2012 - 11 DAYS DUE		
	6 weeks per year + Statuary Holidays (2013) 3/18/13 - 4/7/13 (11 leave days, 6 weekend days, 4 stat days) 5/12/13 - 5/14/13 (1 stat day, 2 weekend days)	11 days	19 days