

DATE RECEIVED: \_\_\_\_\_

# UNIFOR 2021 VACATION WAITLIST FORM

STATUS: \_\_\_\_\_ (FT / PT / CONCIERGE / LEAD)

DATE: \_\_\_\_\_

UNIFOR SENIORITY DATE: \_\_\_\_\_

NAME: \_\_\_\_\_ EMP #: \_\_\_\_\_

VACATION SPLIT MOVING: \_\_\_\_\_ (ex. First split, Second split, etc)

VACATION WEEK # AND DATE: \_\_\_\_\_

NUMBER OF WEEKS TO MOVE: \_\_\_\_\_

## REQUESTED CHANGE

### WEEK WAITLISTING FOR:

1st CHOICE: \_\_\_\_\_

2nd CHOICE: \_\_\_\_\_

3rd CHOICE: \_\_\_\_\_

4th CHOICE: \_\_\_\_\_

5th CHOICE: \_\_\_\_\_

6th CHOICE: \_\_\_\_\_

**PLEASE NOTE: IF SPACE IS AVAILABLE VACATION IS AUTOMATICALLY AWARDED**

**YOU WILL BE NOTIFIED ONLY BY E-MAIL WHEN VACATION HAS BEEN AWARDED**