To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below,and return to the payroll office by AUG 22.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

SEP 1 TO SEP 15

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| 267 | O. JONDRO | 10 | | | |
| 82 | D. HINDMAN | 6½ | | | |
| 1001 | K. WYATT | 5 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. AUG 27

Checks ordered on this list will be in the payroll office after 3 P. M. AUG 29

_____ signed _____ dept.

PCB-ARCH-EXT0375340

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below,and return to the payroll office by AUG 8.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

AUG 18 TO SEP 1

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | W. Crabtree | 10 | | | |
| | P. Lutman | 5 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. AUG 13

Checks ordered on this list will be in the payroll office after 3 P. M. AUG 15

_____ _____
signed dept.

PCB-ARCH-EXT0375341

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below, and return to the payroll office by JUL 25.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

AUG 4 TO AUG 17

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| 445 | C KILLGROVE | 10 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. JUL 30

Checks ordered on this list will be in the payroll office after 3 P. M. AUG 1

_____ signed _____ dept.

PCB-ARCH-EXT0375342

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below,and return to the payroll office by JUL 11.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

JUL 21 TO AUG 4

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | J. FIELDING | 15 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. JUL 16

Checks ordered on this list will be in the payroll office after 3 P. M. JUL 18

_____ signed _____ dept.

PCB-ARCH-EXT0375343

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below,and return to the payroll office by JUN 27.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

JUL 7 TO JUL 21

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | J. VECERA | 10 | | | |
| | E. LARKS | 5 | | | |
| | K. WYATT | 10 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. JUL 1

Checks ordered on this list will be in the payroll office after 3 P. M. JUL 3

_____ _____
signed dept.

PCB-ARCH-EXT0375344

To Mr._____ Dept._____

VACATION CHECK ORDER-FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below, and return to the payroll office by JUN 13.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

JUN 23 TO JUL - 7

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | E. LARKS | 5 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. JUN 18

Checks ordered on this list will be in the payroll office after 3 P. M. JUN 20

_____ _____

signed dept.

PCB-ARCH-EXT0375345

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below, and return to the payroll office by MAY 29.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

JUN 9 TO JUN 23

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | Handley | 10 | | | |
| | Killgrove | 10 | | | |
| | FORD | 6. | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. JUN 4

Checks ordered on this list will be in the payroll office after 3 P. M. JUN 6

_____ _____
signed dept.

PCB-ARCH-EXT0375346

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below, and return to the payroll office by MAY 16.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

MAY 26 TO JUN 9

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | W. Crabtree | 15 | | | |
| | P. Lutman | 5 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. MAY 21

Checks ordered on this list will be in the payroll office after 3 P. M. MAY 23

_____ signed _____ dept.

PCB-ARCH-EXT0375347

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below, and return to the payroll office by MAY 2.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

MAY 12 TO MAY 26

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | K. Wyatt | 5 | | | |
| | J. Vecera | 5 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. MAY 7

Checks ordered on this list will be in the payroll office after 3 P. M. MAY 9

_____ _____

signed dept.

PCB-ARCH-EXT0375348

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below, and return to the payroll office by APR 18.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

APR 28 TO MAY 12

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | No one | | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. APR 23

Checks ordered on this list will be in the payroll office after 3 P. M. APR 25

_____ signed _____ dept.

PCB-ARCH-EXT0375349

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below,and return to the payroll office by_____.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

March 31 TO Apr 14

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | No one. | | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M._____

Checks ordered on this list will be in the payroll office after 3 P. M._____

_____ _____
signed dept.

PCB-ARCH-EXT0375350

To Mr._____ Dept._____

VACATION CHECK ORDER FORM

In order to have vacation checks available to employees at the time they start their vacations, please enter names and numbers of employees scheduled for vacation in the period indicated below, and return to the payroll office by APR 4.
Even though no one in your group is scheduled for vacation in this period, please return this form to the payroll office. A copy of this form is attached for your record. You will recieve this form bi-weekly.

LIST BELOW PEOPLE WHO WILL BEGIN THEIR VACATION ON A DATE WITHIN THE PERIOD

APR 14 TO APR 28

| Clock Number | Name | No. of Days | Clock Number | Name | No. of Days |
|---|---|---|---|---|---|
| | E. Larkes | 5 | | | |
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Additions and deletions to this list after it has been returned can be made by calling the payroll office (Sta. 603) before 9 A. M. APR 9

Checks ordered on this list will be in the payroll office after 3 P. M. APR 11

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signed dept.

PCB-ARCH-EXT0375351