

Application for holiday

To be filled in by worker

Name		Norwegian personal number	
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Reason for holiday.	

First day not at work. <i>Date holiday starts.</i>		First day back at work. <i>Date when you can start work.</i>	
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Message:	

Date		Workers' signature	
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To be filled in by administration in HIRE

Søknad mottatt (dato)		Mottatt av	
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Dato for vedtak:		Sett kryss!
Søknaden godkjennes		
Søknaden godkjennes ikke		

Meldt til og godkjent av kunde	Sett kryss!
Ja	
Nei	

Registrert i CRM	Sett kryss!
Ja	
Nei	

Merknader

- Workers shall apply in writing at least **4 weeks before** their holiday.
- HIRE **might refuse an application for holiday** if application is handed in much later than 4 weeks prior to planned holiday.
- Agreements for holidays shall always be made **directly with the administration in HIRE**, and not with HIRE's customers.