

Leave Notification Form for Parish Clergy

Name: _____

Parish: _____

Type of Leave	No of Days	Date(s) covered by Leave
Annual Leave		
Study Leave <small>(Approved by the Bishop)</small>		
*Special Leave		
*Leave without Pay		
*Other		

*Reason: _____

Signed: _____ Date: _____

<p>Noted</p> <p>Signed: _____ Priest's Warden or Parish Priest</p> <p>Date: _____</p>	Annual Leave		
	Date	Days Taken	Balance Remaining
	Balance Brought Forward		

Original remains with the Parish Priest / Rector's Warden.

One copy forwarded to the Parish Treasurer

One copy forwarded to the Payroll Officer, Bishops Registry, PO Box 23 Bathurst NSW 2795