

# VACATION FORM

(Urlaubsantrag)

Institute: **SpezialForschungsbereich F013**

Pers.Nr.: \_\_\_\_\_

Title: \_\_\_\_\_

Name: \_\_\_\_\_

Phone Nr.: \_\_\_\_\_

Type of vacation:  Number of hours: _____	<input type="checkbox"/> holiday (Erholungsurlaub)
	<input type="checkbox"/> nursing exemption (Pflegeurlaub)
	<input type="checkbox"/> special leave (Sonderurlaub)

Available hours of vacation:	
<b>Date of beginning</b> (first day):	
<b>Date of ending</b> (last day):	
Remaining hours of vacation:	

Employee:

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)

**Permission of the Speaker:**

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
(Signature)