



Union Leave Member Weekly Time Record

Member Name						
Local 1000 Manager						
Local 1000 Program or Department						
Date <small>Month, Date and Year</small>	Union Leave	Sick Leave	Vacation Leave	Holiday Leave	Other Leave <small>Or State work hours <i>Explain in Comments</i></small>	Total hours
Mon						
Tue						
Wed						
Thu						
Fri						
Sat						
Sun						
Weekly Totals						

Comments	
Member Signature	Date