

SUPERIOR OFFICERS ACCRUED VACATION TIME BUYBACK FORM

Under the provisions of Article IX Paragraph C of the Superior Officers Association Labor contract, the undersigned elects to work through the current year's vacation allocation by _____ days and to be paid for these days. The rate of pay shall be calculated at a straight time rate at time of payment based on 238-day work year. The undersigned also certifies that the total number of days sold back for this calendar year is _____ days, inclusive of the days claimed with this form.

Date of hire _____

Number of vacation days to be redeemed _____

Current year vacation allotment _____

Accrued vacation time remaining after this buyback _____

Print name

Employee signature

Social security number

Date of application

Verified by _____
Employee in Accounting Office

Payment to be made in overtime run of _____
Month and year

This request has been reviewed.

Chief of Police