

Form 450.6 Compassionate Leave of Absence - Extra-ordinary Circumstances

See LINC 10.1 for further explanation:

Date:

Dear Mr. McCarthy:

I _____, am writing to request a Compassionate Leave of
(Name)

Absence (Section 10.1 of LINC Agreement) for _____. This request
(Date/s)

is based upon _____.
(Reason)

Thank you for considering my request and I look forward to discussing this issue further
or answering any questions.

Sincerely,

Signature