

ANGLICAN CHURCH OF AUSTRALIA
DIOCESE OF TASMANIA

STAFF ABSENCE ON LEAVE

ADVICE TO REGISTRY

(Clergy and other Office Holders should use Form MF6)

Name

Parish/Organisation.....

I advise that I will be/was absent from work for the period:

First date of leave: / /

Last date of leave: / /

for the purpose of:

Employees: Working days

- | | |
|---|---|
| <input type="checkbox"/> Annual Leave | <input type="checkbox"/> Bereavement |
| <input type="checkbox"/> Sick Leave | <input type="checkbox"/> Leave Without Pay |
| <input type="checkbox"/> Time in Lieu | <input type="checkbox"/> Long Service Leave |
| <input type="checkbox"/> Other | |

Details

Signature Date

Authorised.....

OFFICE USE ONLY	
No. of Days	
<input type="checkbox"/> Payroll: F/night ending	
<input type="checkbox"/> Payroll: F/night ending	
<input type="checkbox"/> Payroll: F/night ending	

Forward to: The Registrar, GPO Box 748, HOBART TAS 7001