

## FORM FOR CHANGING HOLIDAY

Change of ordinary holiday/special holiday already registered

<b>Name:</b>		
<b>CPR number:</b> (Personal identity number)		
State which of your <b>ordinary holiday</b> you would like to cancel:	Registered days of your <b>ordinary holiday</b> to be <b>cancelled:</b> From:                      To:	
State which of your <b>special holiday</b> you would like to cancel:	Registered days of your <b>special holiday</b> to be <b>cancelled:</b> From:                      To:	
Instead I take my:	Ordinary holiday Date for the <b>first day</b> of your <b>ordinary holiday:</b> Date for the <b>last date</b> of your <b>ordinary holiday:</b>	Number of holidays:
Instead I take my:	Special holiday Date for the <b>first day</b> of your <b>special holiday:</b> Date for the <b>last date</b> of your <b>special holiday:</b>	Number of holidays:
Date: Signature of employee:	Date: Signature of head of department/group leader:	
_____	_____	
<b>This form must be handed in to Jane Jamshidi, QGM, Department of Math. Sciences</b>		