

# Magnetism Tech Ltd.

Amin Future Park (5th floor), 1440/A, Stand Road Barik Building Moor, Chattogram.

## LEAVE APPLICATION

OFFICE COPY

To be Filled in By Applicant

Date:.....

Name:		Period :	
Leave required from _____ to _____			
Designation:		Emp. ID :	
Type of Leave:	Casual Leave	Reason of Leave:	
(Please put a tick (v) mark in the box.)	Sick Leave		
	Earned Leave		
	Maternity Leave		
Signature:_____			

### For Office Use Only

	CL.	SL.	EL.	ML.	<b>Final Deposition</b> 1. __ Day's CL/SL/EL/ML is/are sanctioned subject to conciliation on postponement if it is found necessary.  2. Leave Refused _____  3. Please ensure to report to your duty on _____
Leave Due:					
Leave Request:					
Leave Balance:					

Admin MGR	GM	CEO	MD