# Annual Leave Request

# Reference: 01112019-144926-Dave Lynam

Hello Hannah Lynam,

I would like to request the following range of dates to take as annual leave.

01/11/2019 to 01/11/2019.

Totalling 1 days of my annual leave requirement. \*

**Additional Notes: Test.**

Kind Regards

Dave Lynam

\*Days may be adjusted if any additional notes have been added.