# Annual Leave Request

# Reference: 01112019-144945-asd

Hello asd,

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

13/11/2019 to 30/10/2019.

Totalling -13 days of my annual leave requirement. \*

**Additional Notes: .**

Kind Regards

asd

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