

Kielce/Piotrków Trybunalski/Sandomierz\* date

.....  
*Organizational unit*

### **Leave card**

Mr./Mrs. ..... is taking an annual leave from ..... to ..... inclusive, in accordance with the leave schedule.

.....  
*Date and signature of the manager or authorized person*

I have received:

.....  
*Date and signature of the employee*

\* cross out as appropriate