



**Everett Education Association**  
**United Teachers of Everett**  
2013-14

**Application for  
Personal Leave Carry Over**

\_\_\_\_\_  
(Print) Employee Name

\_\_\_\_\_  
Employee ID#

According to Section 7.02 of the negotiated agreement between Everett Public Schools and the Everett Education Association, an employee may carry over up to (2) two unused personal leave days into the next contract year.

I elect to carry over \_\_\_\_\_ (number of days not to exceed 2) of my accumulated personal leave days.

\_\_\_\_\_  
Employee's Signature

\_\_\_\_\_  
Date

**Please return completed form to  
Payroll by June 30<sup>th</sup>.**