



Everett Education Association
United Teachers of Everett
2014-15

**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 30th.**