

(Top half be returned to Your Manager)

To the Manager,

I \_\_\_\_\_, employed at \_\_\_\_\_,  
(Name) (store) (suburb)

DO NOT volunteer to work on Boxing Day. Please do not roster me to work on Boxing Day. Please do not ask me to work on Boxing Day.

Regards,

\_\_\_\_\_  
Signed



(Bottom half be returned to SDA)

I \_\_\_\_\_, employed at \_\_\_\_\_,  
(Name) (store) (suburb)

handed in a letter to \_\_\_\_\_ at my store telling them I  
(Manager's name)

DO NOT want to work on Boxing Day. I gave them the letter at the date and time below:

Date: \_\_\_\_\_

Time: \_\_\_\_\_

Please register that I do not want to work on Boxing Day.

Regards,

\_\_\_\_\_  
(Signature)