



Swan City  
**Rotary**



Club of Grande Prairie

## Leave of Absence Request

A member requesting a Leave of Absence must do so by completing the request below and submitting it to the Board, via the Membership Chair. The request must set forth good and sufficient cause for the requested leave. Once received, the Board will review the application and may grant an attendance exemption.

Today's Date: MM / DD / YYYY

First Name:

Last Name:

Reason for Request:

Because of the above noted reasons, I will be unable to meet attendance requirements for the period of:

Start Date: MM / DD / YYYY

End Date: MM / DD / YYYY

I understand that if the Leave of Absence is granted, I am not required to meet the minimum attendance requirements for the period of time approved for and will not be charged for my meals, however I will continue to be invoiced for and pay Rotary dues, convention funds, Paul Harris contributions, etc. during the absence.

Signature of Member: