

Business Contracts



CONTRACT PACK

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See these articles for proposal and contract writing best practices: <http://www.proposalkit.com/htm/business-proposal-writing-tips.htm>

<<Company>>

Employee Absence Report **Date Reported <<CurrentDate>>**

Employee:	<<ContractFirstName>> <<ContractLastName>>
Title:	<<ContractJobTitle>>
Department:	<<Department>>
Supervisor:	<<Supervisor>>
Period of Absence	<<StartDate>> to <<EndDate>>

Instructions:

Supervisor must complete the following form and file it with the Human Resources Department.

DEMO CONTRACT

This demo contract has been truncated to only show part of the first page. The complete editable version of this document is available in the Contract Pack template collections <http://www.proposalkit.com/htm/legal-contract-templates/human-resources-templates/employee-absence-report-form.htm>

Once you purchase, download and install a retail Contract Pack that includes this contract, the complete version of this contract will be inserted into your project.



S A M P L E

This sample has been truncated to only show a portion of the content. The complete editable version of this document is included with Proposal Kit Professional and Contract Packs available at:

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