

ANNUAL FURLOUGH APPLICATION - EXEMPT PERSONNEL
CHICAGO POLICE DEPARTMENT

INSTRUCTIONS: This application is to be submitted in duplicate.
The original will be kept by the approving bureau.
The duplicate will be returned to the initiating unit after it has been approved.

I, _____, hereby make application for furlough beginning on:

Furlough (Vacation) Dates Selected

Session 1 _____ (Days used _____)

Session 2 _____ (Days used _____)

Session 3 _____ (Days used _____)

Session 4 _____ (Days used _____)

Session 5 _____ (Days used _____)

No. of furlough (vacation) days authorized this year _____ No. of furlough (vacation) days used this year _____

Signature of requesting member _____ Unit _____

Rank _____ Star No. _____

Approved by: _____
(Commanding Officer of Division)

Approved by Bureau Chief: _____

All Exempts below the rank of Bureau Chief are to have their furlough applications approved by the respective Chief of the Bureau to which they are assigned.