

**BMW-UP Rule 21(J) Authorization**

**Name** \_\_\_\_\_

**Employee ID** \_\_\_\_\_

**Hours of vacation requested** \_\_\_\_\_

**Date of displacement** \_\_\_\_\_

**Vacation end date** \_\_\_\_\_

**Work week of last assignment (5/8's, 4/10's, T-1 etc)** \_\_\_\_\_

**Request can be faxed or emailed to:**

**402-997-3953**

**ENG\_TK@up.com**