# APPLICATION FOR PARENTAL LEAVE

EMPLOYEE

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Name | | | | Personal identity number |
|  | | | |  |
| Belonging office | | | Position | |
|  | | |  | |
| Telephone number during leave | Mobile telephone number | E-mail | | |
|  |  |  | | |

PARENTAL LEAVE

|  |  |  |  |
| --- | --- | --- | --- |
|  | From, year, month, day | Until year month day | Extent |
| Parental leave |  |  | % |
| Temporary parental leave, ”VAB” |  |  | % |
| Leave 10 days upon the birth of a child |  |  | % |
| Other parental leave, state the reason under “ information” |  |  | % |

DETAILS FOR PARENTAL LEAVE

|  |  |
| --- | --- |
| Leave refers to child number     . | |
| Name of the child | Childs personal identity number |
|  |  |
| If the child´s birth date and/or name are missing, they should be given to the payroll office directly after  birth. | |

|  |  |
| --- | --- |
| Information | |
|  | |
| Date | Signature employee |
|  |  |

DECISION

|  |  |
| --- | --- |
| Name decision-maker | Position |
|  |  |
| Signature decision-maker | Date |
|  |  |

LEAVE

|  |  |
| --- | --- |
| Granted | Remarks |
| Rejected |  |

Parental leave is a leave in connection with the birth of a child.

Temporary parental leave is leave when the child is sick.