



**Air Wisconsin Airlines Corporation**

**VACATION / TOWOP REQUEST FORM**

F/A Name: \_\_\_\_\_ ID#: \_\_\_\_\_ Domicile: \_\_\_\_\_

**Type of Request:** (please check one)

TOWOP

VACATION ADJUSTMENT

VACATION TRADE

**VACATION TRADE** (please list who and what you are trading below)

F/A Name (print)	Month	Dates	# of days

F/A Signature: \_\_\_\_\_ Date: \_\_\_\_\_

F/A Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Note:** Vacation adjustments will take precedent over TOWOP requests. Vacation adjustment requests must be submitted no later than the 1<sup>st</sup> of the month prior to month requested.

**TOWOP REQUEST:** \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note:** TOWOP requests will be awarded in seniority order within domicile.

Submit form to: Inflight Management/ATW HDQ

Status from Management (circle one):	Approved	Disapproved
Comments:		