

LEAVE OF ABSENCE INFORMATION

(TO BE COMPLETED BY THE EMPLOYER)

EMPLOYEE INFORMATION	Employee Name		SIN	
		Date of Leave of Abse	nce M	1M / DD / YYYY
	Indicate Paid Leave ☐ Yes ☐ No			, 22,
	Type of Leave (Required)	Date of Return	N	1M / DD / YYYY
PENSIONABLE EARNINGS	Pensionable earnings for the last four weeks preceding date of leave of absence by week: (Not required for Maternity/Paternity/parental unless in PEI)			
	Week 1	Week 2		
	Week 3	Week 4		
AUTHORIZATION AND SIGNATURE	Employer's Name: Authorized Signature of Employer: Print Name & Title:			
	Date:			