



Absence Request Form

Filling out this form is a formal REQUEST to be absent from ONE rehearsal or Work Call. Please do not assume that your REQUEST is granted simply by submitting this form. Mac or Jean MUST make final approval.
Note: No more than three rehearsal days will be approved in a single rehearsal period. (Per Show).
NO REQUESTS WILL GRANTED FOR ABSENCES WITHIN THE LAST TWO WEEKS BEFORE THE OPENING OF A SHOW. DO NOT ASK.

Title of Show: _____

Name: _____

Date that you are Requesting to be Absent: _____

Reason for Absence: _____

Today's Date

Signature

For Directors Only

Approved/Denied

Directors Signature