

# **OAK RIDGE SCHOOLS**

## **MEMBERSHIP CANCELLATION CERTIFIED SICK LEAVE BANK**

Any certified employee may cancel membership from the bank by written request as of June 30th of each year. However, your days given to the bank will not be refunded.

I wish to cancel my membership in the Certified Sick Leave Bank immediately.

Name (Please Print)

Signature

Social Security Number

School/Department

Date

Please return this form to Kathe Foust, Payroll Department, School Administration Building, P. O. Box 6588, Oak Ridge, TN 37831.