

APPLICATION FOR HOLIDAY.

On completion, please fax to the office on +44 1482 679091.

Name: _____

Leave From: _____ To: _____ (inclusive)

Signed: _____

Bostonair Employee

Signed: _____

Dept Manager (not Meister)

Signed: _____

Bostonair Representative

The employee is entitled to 20 working days holiday per year for which entitlement shall accrue monthly plus the German National Holidays falling on a working day. Timing of the annual holiday entitlement is to be in accordance with the operating requirements of the employer and subject to their consent.

It is imperative that all employees fill out the above form and get the authorisations required prior to taking any holiday. A Lufthansa Meister is not entitled to grant a Bostonair employee holiday leave, instead the employee has to go to the department manager for authorisation.

It is the responsibility of the employee to pay for their accommodation in Germany whilst on Holiday.

It is the responsibility of the employee to make their own holiday travel arrangements.