

# WINTERGREEN FIRE AND RESCUE SHIFT TRADE FORM

Employee (A): \_\_\_\_\_

Date: \_\_\_/\_\_\_/\_\_\_

Month of Trade: \_\_\_\_\_

Day(s) of Trade: \_\_\_\_\_

Hours of Trade: \_\_\_\_\_

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Shift trade with (Employee B): \_\_\_\_\_

Working For Them: \_\_\_\_\_

**Shift trade must be returned no more than 90 days from the date initiated.**

I certify that this shift trade was initiated by me and for my interests.

Employee (A) Signature: \_\_\_\_\_

Employee (B) Signature: \_\_\_\_\_

**Approved**

**Denied**

Reason for Denial:

\_\_\_\_\_

Officer's Signature: \_\_\_\_\_