

# Annual Holiday Information Form

## Diocese of Saskatchewan

Name: \_\_\_\_\_

Parish: \_\_\_\_\_

Date of Holidays: \_\_\_\_\_

Contact information while on Holiday: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Cleric providing emergency coverage: \_\_\_\_\_

Emergency contact person in each Congregation:

Name:	Telephone Number	Congregation
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

To be submitted to the Regional Dean, and forwarded to the Executive Secretary no later than 30 March.

Annual Vacations: Every cleric licensed by the Bishop shall be entitled to a vacation of one month in every year with pay including no more than four Sundays. Vacation time must be taken within the calendar year and may not be accumulated. Normally holidays will be taken in June, July or August, and/or the two weeks following Christmas.