

Leave Balances

EMPLOYEE NAME _____

January

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

January-February

	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9
Annual																
Sick																
FP																
Comp																

Start	Used	Earned	End

February

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

February-March

	25	26	27	28	29	1	2	3	4	5	6	7	8	9
Annual														
Sick														
FP														
Comp														

Start	Used	Earned	End

March

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

Leave Balances

March-April

	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9
Annual																
Sick																
FP																
Comp																

Start	Used	Earned	End

April

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

April-May

	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

May

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

May-June

	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9
Annual																
Sick																
FP																
Comp																

Start	Used	Earned	End

June

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

Leave Balances

June-July

	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

July

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

July-August

	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9
Annual																
Sick																
FP																
Comp																

Start	Used	Earned	End

August

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

August-September

	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9
Annual																
Sick																
FP																
Comp																

Start	Used	Earned	End

September

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

September-October

Leave Balances

	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

October

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

October-November

	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9
Annual																
Sick																
FP																
Comp																

Start	Used	Earned	End

November

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

November-December

	25	26	27	28	29	30	1	2	3	4	5	6	7	8	9
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

December

	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24
Annual															
Sick															
FP															
Comp															

Start	Used	Earned	End

December-January

Leave Balances

	25	26	27	28	29	30	31	1	2	3	4	5	6	7	8	9
Annual																
Sick																
FP																
Comp																

Start	Used	Earned	End

Yearly Summary

Annual
Sick
Comp
Educ

Start	Used	Earned	End