

Date

Recipient

Subject: Notice of 21-week maternity leave

Dear Sir or Madam:

In conformity with clause 5-13.17, please consider this request for a 21-week maternity leave as foreseen in clause 5-13.06.

In conformity with clause 5-13.10, I will be taking my leave from \_\_\_\_\_\_\_\_\_\_ to \_\_\_\_\_\_\_\_\_\_ inclusively. Attached you will find a medical certificate (or written report signed by a midwife) confirming my pregnancy and giving the foreseen (or actual) date of birth of my child.

I also wish to continue to participate in the insurance plans for which I am eligible, all in conformity with clause 5-13.22.

I have chosen the QPIP (basic or special) plan

Sincerely,

Name

Mailing Address

c.c. : Local Union