

This form is to be utilized by all Reserve, Relief, and Blank Relief Lineholders for the purpose of replacing any days off that fall within your core vacation days. A Relief Lineholder and a Reserve Flight Attendant may, at his or her option, move those scheduled days off which fall within the core vacation days to provide additional time off **immediately before and/or immediately after** a vacation group. The Flight Attendant will notify Crew Resources of where to place the additional day(s) off on either side of the vacation. This day or days will become a "Golden Day(s)."

The request will automatically be approved and is not subject to staffing needs. Notification to Crew Resources by a Relief Lineholder or Reserve Flight Attendant will take place between 1800 on the 18<sup>th</sup> and 1800 on the 20<sup>th</sup> of the month prior to the vacation month.

Fax completed form to: 412-474-5033. Phone-in requests will no longer be accepted.

|       |       |
|-------|-------|
| Name: | ID #: |
|-------|-------|

| DO and GD day(s) within Core Vacation: | Replace day(s) on: |
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|            |       |
|------------|-------|
| Signature: | Date: |
|------------|-------|

**For Scheduling Use Only:**

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| Approved by:       | Date: |
| Denied by:         | Date: |
| Reason for Denial: |       |