



University
of Victoria

Current Year Termination Account Payout Request

(Regular CUPE 951, 917, & Exempt Support
Staff)

Name: _____

UVIC ID#: _____

I request to be paid out for my **Current Year Entitlement ('Earned')** for Termination Account as indicated on my Employee Dashboard Leave Balance Information page. I understand this payout will be added to my April 30th pay.

Date: _____

Signature

This form must be returned to leave@uvic.ca by March 22nd in order to qualify for payout.

Please note:

Net Accumulated Sick Benefits have been reduced by your Termination Transfer/Payout Amount.

For information in regards to Termination Account, please consult your Collective Agreement:

<http://www.uvic.ca/hr/services/home/labour-relations/index.php>