



Archdiocese of Canberra and Goulburn
CATHOLIC EDUCATION OFFICE
PO Box 3317, MANUKA ACT 2603

REQUEST FOR RELIEF APPROVAL

(For those activities NOT listed on the CEO Professional Learning Calendar.)

Applicants Section:

Name of Applicant: _____

Position: _____

School: _____

Activity: _____

CEO Authorising Officer: _____

Date/s: _____

Venue: _____

Principal's Section:

Casual Relief: _____

Period of relief required: _____

Number of days: _____

Relief person to be employed (if known): _____

I support this application: _____
Principal's Signature Date

CEO Section only:

Casual Relief approved: Yes No Days _____ Date/s: _____

Cost Code: _____

Signature: _____ Date: _____
CEO Authorising Officer

Please fax this form to the CEO on 62345496 and the signed form will be faxed back to the school. For further information please contact Louise Stokes on 62345456.