

**Vacation Day Donation Form**

I (please print) \_\_\_\_\_ Employee No. \_\_\_\_\_  
hereby authorize the Long Island Rail Road to deduct from my 2017 vacation bank amount of  
day(s) \_\_\_\_\_ vacation days to be donated to the vacation bank of Electrician Mr. Benito  
Rodriguez, 50121.

No less than one (1) full day of vacation may be donated and once donated will be for the exclusive use of Mr. Rodriguez, as provided for in the Controlling Agreement and the policies of the Long Island Rail Road. I understand that once I voluntarily elect to donate one or more vacation days to Mr. Rodriguez, I shall forfeit any future claim to use or payment of those days donated.

This special agreement requires you to identify on this form what vacation week you will be deducting donated vacation days from. If you are donating vacation days, you must deduct the days donated from one week of 2017 scheduled vacation. If you are choosing to donate more than five (5) vacation days from your 2017 vacation entitlement, you may then choose to deduct the days from one full week and one additional week.

Employees are advised that should you be contemplating retirement in 2017, any vacation days donated may impact your pension calculation.

**For those employees donating 2017 vacation days:**

The Vacation day(s) I donated from my 2017 vacation selection will be deducted from vacation week  
No. \_\_\_\_\_ the date(s) of \_\_\_\_\_  
Or \_\_\_\_\_ # of Single Vacation day(s)

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Union Signature

\_\_\_\_\_  
Date

Return this form to your union no later than June 8, 2017.