

**ROTATING GROUP SWAPS**

The following employees agree to swap scheduled shifts for the following period, up to six (6) months:

<b>Dates</b>	
<b>Starting</b>	<b>Ending</b>
_____	_____
<b>To</b>	

Employees may only use Scheduled Vacation on their original Group. Scheduled Vacation shall not carry over to their swapped Group.

Employees may take Unscheduled Vacation on their swapped Group, if openings are available.

We agree to work the above period, unless either Party chooses to terminate the Swap.

<b>SPO Name</b>	<b>SPO Name</b>
_____	_____
Print	Print
_____	_____
Signature	Signature
Group # _____ Badge # _____	Group # _____ Badge # _____
<b>Staying on</b>	<b>Staying on</b>
_____	_____

_____	_____
Approved by:	Date: