

# HOLD DOWN BID REQUEST

Pursuant to the terms of Article 41 of the NALC Collective Bargaining Agreement I am submitting a request to hold down the temporary vacancy on Route \_\_\_\_\_ located in the \_\_\_\_\_ installation for the duration of the vacancy starting on \_\_\_\_\_.

Employee Designation (Check one):

Full-time Regular

Unassigned Regular

Part-time Flexible

City Carrier Assistant

Name: \_\_\_\_\_  
(PRINT)

Signature: \_\_\_\_\_

Submitted to Supervisor \_\_\_\_\_ / \_\_\_\_\_  
(PRINT) (DATE)

Give original to supervisor and retain a copy.