To whom it may concern,

I am requesting unpaid leave from my position as a School Bus Driver for medical reasons. I will have used all of my sick leave as of May 31, 2023. The unpaid time is anticipated to be from June 1, 2023, to June 5, 2023, pending medical approval to return. The total time of unpaid leave requested is a total of three days.

Sincerely,

John Jack Martin

John Jack Martin