



Mayor

Linda Blechinger

City Clerk

Joyce Brown

City Council

Peggy Langley

Robert Vogel

Taylor Sisk

Jamie Bradley

COMP TIME REQUEST FORM

Employee Information:

Name: _____ Department: _____

Position: _____ Email: _____

Request Details:

☐ Comp Time

Date(s) Earned Start Date: _____ End Date: _____

Total Hours Earned: _____

Supervisor Approval:

Supervisor Name: _____ Signature: _____

Date: _____ ☐ Approved ☐ Denied

Comments (if any): _____

Employee Signature: _____ Date: _____