FORMAL RECOGNITION AWARD

Please print or write legibly	
Awards, whether leave or monetary, may only be charged to <u>unrestricted</u> funds and are taxable.	
Leave awards must be used in the fiscal year awarded; unused leave will be lost upon the employee's termina separation from UAF.	tion or

Instructions, after final

[:] Responsible for tracking leave awarded. : Recording EC code 460 on time sheet when using leave award.