



Weakley County Sick Leave Donation

With the approval of the department head, Weakley County personnel may donate any accrued sick days, with a maximum donation of 90 days per fiscal year, to an employee who has exhausted their sick days and is experiencing an illness or a medical emergency to themselves or his or her child, spouse, or parent. Sick leave donation is an option available to Weakley County Government, Highway, and non-certified School employees.

Leave Donee Information

Name: _____ Phone: _____

Department: _____

I certify that I am experiencing an illness or medical emergency to myself, child, spouse, and/or parent and have exhausted all accrued leave. I understand I may only receive up to ninety (90) sick days per fiscal year.

Employee Signature

Date

Leave Donor Information

Name: _____ Phone: _____

Department: _____

Leave to Donate: _____ day(s) / hour(s) Date: _____

Employee Signature

Supervisor Signature