

Wahluke School District # 73
P.O. Box 907
Mattawa, WA 99349
2022-23 School Year / Vacation Cash-out

Administration Office

TO: Payroll Office

FROM: _____

Vacation Cash-out

The employee will be allowed to sell back to the Wahluke School District any unused vacation days at a rate of one hundred percent (100%) of the employee's per diem rate.

I wish to sell _____ hours of vacation leave at a rate of 100% of regular hourly pay.
Vacation cash out is for the 2022-23 school year.

Employee Signature

Date: _____

Superintendent Signature / Business Manager

Date: _____