



**association of university and college employees**

August 24, 1982

Audrey Harvey  
Employee Relations  
Campus Mail

Dear Audrey:

Re: Short term leave of absence request for April 22/82

Please adjust the billing for Helen Glavina. She required 2 hours leave of absence for union business on April 22/82 instead of 2½ hours as appears on the bill. This leave was requested by our letter of April 2/82 and revised by phone on April 23/82.

Thank you.

Yours truly,

Patricia House  
Secretary-Treasurer  
AUCE Local 1

cc: Finance