



TRANSPORTATION DIVISION LOCAL 528

**VACATED VACATION WEEKS
STANDING BID FORM**

Name	
Emp Number	
Seniority Date	<input type="checkbox"/> Wis. Road <input type="checkbox"/> CFT Yard
Phone	

<i>DESIRED WEEK TO VACATE</i> <i>(Only 1 week may be vacated per bid form)</i>	
Week to Vacate	

<i>LIST DESIRED WEEK CHOICES</i>	
Desired Week	
Desired Week	
Desired Week	
Desired Week	
Desired Week	
Desired Week	
Desired Week	
Desired Week	
Desired Week	
Desired Week	

Bid Type <i>(Choose one only)</i>	<input type="checkbox"/> New Bid <input type="checkbox"/> Revised Bid <input type="checkbox"/> Withdraw Bid
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Today's Date	
Signature	

BID MUST BE FAXED
DO NOT hand deliver, DO NOT put in cut slip box
FAX NUMBER (312) 207-0908

VACATED VACATION WEEKS

Guidelines For Reassignment By Standing Bid

- 1) Vacated vacation weeks will be reassigned consistent with existing vacation agreements.
- 2) Local 528 will not process penalty claims against the railroad concerning reassignment of vacated vacation weeks.
- 3) Vacated vacation weeks will be reassigned by standing bid.
- 4) Standing bids must be faxed to SMART-TD Local 528 office at (312) 207-0908.
- 5) Standing bids will be awarded at 12:00 noon on the 20th day of each month for all known vacated vacation weeks occurring between the first Monday of the next month and the last week of the year.
- 6) Vacation weeks that are vacated after 12:00 noon on the 20th day of any month will not be assigned until the 20th day of the following month. Vacated vacation weeks during this interim period will not be reassigned.
- 7) Standing bids will not be awarded if the starting date of the week the applicant desires to vacate is before the first Monday of the next month.
- 8) Applicants may not move a vacation week if any days in that week have been used.
- 9) Vacated vacation weeks will only be reassigned in one-week segments.
- 10) Applicants may only vacate one week per standing bid form.
- 11) Standing bids will be awarded in seniority order.
- 12) Standing bids must indicate which current week the applicant desires to vacate, and which new week the applicant desires to be reassigned.
- 13) Standing bid applications for new weeks must be in preference order.
- 14) Standing bids must be withdrawn or revised in writing. All withdrawals or revisions must be faxed to SMART-TD Local 528 office at (312) 207-0908.