



Vacation Bonus

You become eligible for 40 hours of pay after working 1800 hours within 365 days of requesting the vacation payout, without a 30 day lapse in employment.

Upon requesting a Vacation Bonus, or a 30 day lapse in employment through THE RIGHT STAFF, a new vacation accrual period will begin.

Your vacation bonus is a one-time payment at your regular hourly rate at which you were being paid when you reached eligibility.

Unless your state's law provides otherwise, a vacation bonus must be claimed within sixty (60) days of the end of the period for which you are claiming your vacation bonus.

Contact your Recruiting Associate to discuss your specific vacation questions or requests.

To request your Vacation Bonus, submit this form to:

Email us at:
payroll@therightstaff.com

Or Fax it to the payroll email:
1-866-395-4002

Please include Items below:

Name _____

Address _____

Phone _____

I understand that by requesting my Vacation Bonus, a new vacation accrual period will begin.

Signature _____

Date _____

