

BUS OPERATOR'S REQUEST TO TRANSFER

As a bus operator in the Brooklyn Division, I am requesting consideration to transfer to another division. If I accept a transfer where a vacancy in another division exists, I understand that the transfer is irrevocable. If I am called for this transfer and choose to DECLINE, my name will be removed from the existing transfer list.

PRINT LAST NAME: _____

PRINT FIRST NAME: _____

CURRENTLY ASSIGNED DEPOT: _____

PASS NUMBER: _____

APPOINTMENT DATE: _____

LIST NUMBER: _____

PEG NUMBER: _____

I hereby REQUEST a transfer from _____
Depot to the _____ Division.

Signed: _____

Today's Date: _____

DEPOT ADMINISTRATION ACKNOWLEDGMENT

I hereby acknowledge receipt of this transfer request and verify that the information shown is correct.

SIGNATURE: _____

PRINT NAME: _____

TITLE: _____

TELEPHONE: _____

FOR OFFICE USE

TRANSFER DATE: _____

Original to CTO
Copy to Depot Folder
Copy to Bus Operator

GS/geo (3509F)