

**To:** Jeevacation[jeevacation@gmail.com]  
**From:** William Murphy  
**Sent:** Mon 12/21/2009 2:13:42 PM  
**Subject:** Days off request

Good morning sir.

I wanted to check in with you and see if I could take off Wednesday and Thursday this week. I'm not sure if we have Thursday off, but figured I would check with you to see if it is ok.

Thanks,

WM

William Murphy

Systems Administrator – HBRK Associates

