

Dear ReServist Workers:

In support of precautions taken due to COVID-19, there will be a limited number of workers authorized to work from home. Prior to working remotely, ReServe requires this approval document to be signed by supervisor and submitted per instructions below.

REMOTE WORKER AUTHORIZATION FORM

ReServist Name	
ReServist Job Title	
Remote Work Start Date	
Remote Work End Date	
Remote work job description	
Approval Section	
Supervisor's Name	
Job Title	
Date	

Please complete this form and return to info@reserveinc.org and asthill@alphabizpayroll.com.