

**Leave Statement**

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**Northwind Studio**

Employee leave statement

Employee: Priya Nair <priya@northwind.example>

Start date: Sep 10, 2024

Leave year: Jan 1, 2026 to Dec 31, 2026

Generated Jul 7, 2026 1:09am (as of Jul 7, 2026)

**BALANCES (this leave year, in days)**

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<b>Leave type</b>	<b>Carried</b>	<b>Accrued</b>	<b>Taken</b>	<b>Pending</b>	<b>Available</b>
Annual leave	5	20	0	0	25
Sick leave	0	7	0	1	6
Personal days	0	3	0.5	0	2.5
Unpaid leave	0	0	0	0	0

**REQUEST HISTORY**

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Sick leave	Jul 10, 2026 to Jul 11, 2026	1d	Pending
Personal days	Jul 2, 2026 to Jul 2, 2026	0.5d	Approved

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Leavora tracks leave entitlement, requests and balances only. It is not payroll and does not calculate wages, process payments, or handle cards, bank transfers or cryptocurrency.