MT WG Home

November 26, 2020

Attention: Crewing Manager

WG Maritime

Piraeus, Greece

Subject: Early Vacation Request

Dear Maam/ Sir,

Good day.

I, the undersigned crew of MT WG Home, would like to request for an early vacation to spend the Christmas season at home with my family.

I am now four months on board. I would like to be home this December or any available date so that I can catch up with the holiday.

My mother is now very old and she is already saying goodbye to us. Everyday, she always say that wants to see me for one last time. Its been many years since we met.

I am moved whenever I think about this. Moreover, I can’t focus so much on my work. My presence during this holiday season would be my best give for her.

This may sound too much to ask considering my contract is nine months. I am now on my seventh year on this company. If you check my sea service records, I always finish my contract and didn’t mind extending for a few months. This holds true even on my previous companies.

There are four crews who will be finishing their contract on the second week of December. I would like to join them so that you can also save some of the expenses. Furthermore, I talked with the ABs on vacation and many of them are ready to come on board.

I hope you will consider my request in good time. Thank you and advance Merry Christmas.

Respectfully yours,

Wanna G. Hum

AB, MT WG Home

Noted and signed by:

CAPT.\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Master, MT WG Home