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Insert Date Here

To: Employer's Name

RE: Request for employee absence for 2024 International Pathfinder Camporee Staff Member

Dear Employer:

I am writing to inform you \_\_\_\_\_ will be absent from work on \_\_\_\_\_ . I have been invited to participate in the 2024 International Pathfinder Camporee, in Gillette, WY on August 5-11, 2024, as a staff member of a local Pathfinder club. The Pathfinder club is a co-ed group similar to Boy/Girl Scout clubs. It is a worldwide organization with 29,160 clubs operating in 130 countries having a worldwide membership of over 1 million Pathfinders.

Some clubs may be planning to arrive a day or two early to visit Yellowstone and Grand Teton National Parks and other historic sites near or on the way to Gillette, WY and thus may request additional days of absence. The 2024 International Pathfinder Camporee is a fun, educational experience in which young people learn new skills and participate in community service projects. 60,000 youth from all over the world gather every 5 years for this important event. Their experience at the Camporee can be life changing. As a staff member I will be supervising, volunteering, and helping to manage the Pathfinder Club.

We are appealing for your help by granting time off for the above-mentioned staff member to attend this unique experience. Historically, workplaces across the country have been very understanding and cooperative in assisting Pathfinder Club staff members who represent their communities.

If you have any questions, please feel free to call me at (269) 208-1344.

Thank you for your consideration,

Ron Whitehead  
Camporee Executive Director  
(269) 471 - 8355 (fax)  
whitehead@andrews.edu