



Chicago Park District

EMPLOYEE TRANSFER REQUEST FORM (Please Print)

Name _____ Date _____

Current Title _____ Employee # _____

Current Region _____ Dept _____ Location _____

Requested Region _____ Dept _____ Location _____

Completion of this form is not guarantee of a transfer. The Chicago Park District maintains the right to transfer employees where it is necessary to increase or maintain efficient operations and production.

For office use only

Comments:

**PLEASE FAX THIS FORM TO:
CHICAGO PARK DISTRICT
HUMAN RESOURCES DEPARTMENT
ATTN: DEPUTY DIRECTOR OF HUMAN RESOURCES
FAX# 312.742.6097**