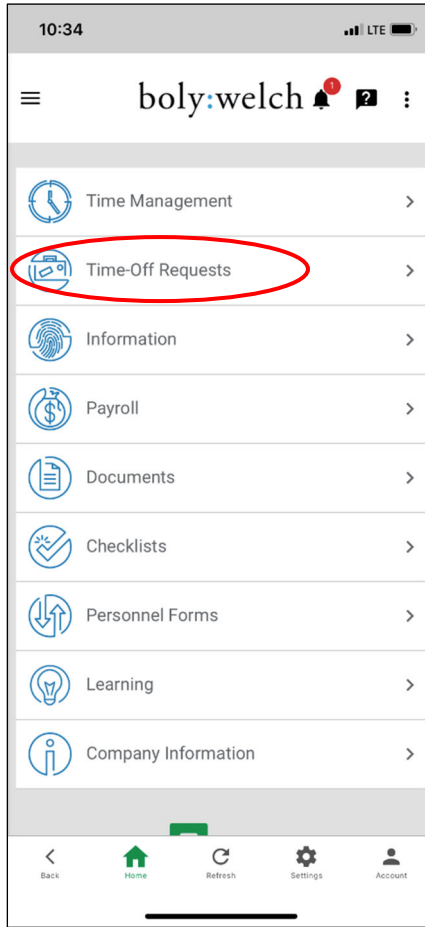
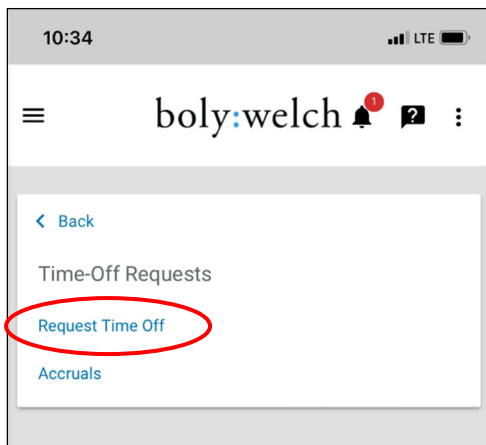


How to Request Time Off in Paycom (App)

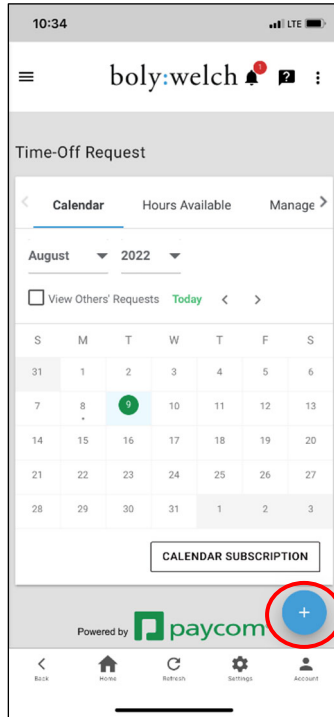
1. Tap Time-Off Requests



2. Tap Request Time Off



3. Tap blue plus icon



4. Select accrual type (usually will be Paid Time Off), date(s) and reason → Tap Add Request

