



# Carlson Building Maintenance

**PTO Form**

**08-01-2024**

## PTO Form

Employee name: Berta -Aguilar

Employee number: 10864

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 07-27-2024 To: 07-30-2024

Number of hours 5.0

## Manager Approval

Approval

Comments:  
this EE request for this PTO

  
\_\_\_\_\_  
Manager Signature

08-01-2024  
\_\_\_\_\_  
Date