



Carlson Building Maintenance

PTO Form

10-28-2024

PTO Form

Employee name: Staurofila -Moreno

Employee number: 10880

Department: Service

Manager: Lino Huerta

Dates of absence: From: 10-27-2024 To: 10-28-2024

Number of hours 5.25

Manager Approval

Approval

Comments:

She requested this day for pto

Manager Signature

10-28-2024

Date