

Carlson Building Maintenance

PTO Form

12-28-2025

PTO Form

Employee name: Erick Ugalde

Employee number: 11083

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 12-15-2025 To: 12-31-2025

Number of hours 53.0

Manager Approval

☒ Approval

Comments:

he took these days of vacations. Thanks



Manager Signature

12-28-2025

Date