

Carlson Building Maintenance

PTO Form

Employee name:		Carolina -Rodriguez			
Employee number:		11516			
Department:		Service			
Manager:		Pedro Amaro			
Dates of absence:	From:	10-07-2024	To:	10-11-2024	
Number of hours	37.75				

Manager Approval

☑ Approval

Comments: this EE request for this PTO

10-14-2024

Manager Signature

Date