



Carlson Building Maintenance

PTO Form

01-15-2024

PTO Form

Employee name: carolina-rodriguez

Employee number: 11516

Department: ServiceManager:

Pedro Amaro Dates of absence:

From: 01-15-2024 To: 01-22-2024

Number of hours **38**

Manager Approval

Approval

Comments:
this EE request for this PTO


Manager Signature

01-15-2024
Date