



Carlson Building Maintenance

PTO Form

04-15-2024

PTO Form

Employee name: Glenda -Montejo

Employee number: 11749

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 04-12-2024 To: 04-14-2024

Number of hours 8.0

Manager Approval

Approval

Comments:
this EE request for this PTO


Manager Signature

04-15-2024
Date