

Carlson Building Maintenance

PTO Form

01-11-2026

PTO Form

Employee name: Eliseo Ugalde

Employee number: 11873

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 12-29-2025 To: 01-05-2026

Number of hours 30.0

Manager Approval

☒ Approval

Comments:

he took these days of vacations. Thanks



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01-11-2026

Manager Signature

Date