



# Carlson Building Maintenance

**PTO Form**

**08-12-2024**

## PTO Form

Employee name: Joan -Ramirez

Employee number: 11974

Department: Service

Manager: Pedro Amaro


Dates of absence: From: 08-08-2024 To: 08-09-2024

Number of hours 7.0

## Manager Approval

Approval

Comments:  
this EE request for this PTO

 08-12-2024  
Manager Signature Date