



Carlson Building Maintenance

PTO Form

04-21-2025

PTO Form

Employee name: Jose -Ocotitla

Employee number: 12138

Department: Service

Manager: Eduardo Espejel

Dates of absence: From: 04-15-2025 To: 04-21-2025

Number of hours 35.0

Manager Approval

☒ Approval

Comments:

Ee is sick , he will be going to the doctor today to receive a doctors note and will let us know when he's coming back .

Manager Signature

04-21-2025

Date