

## **Carlson Building Maintenance**

PTO Form

Employee name:	Alma-Palomino			
Employee number:	12319			
Department:	Service			
Manager:	Pedro Amaro			
Dates of absence:	From:	06-04-2025	To:	06-06-2025
Number of hours	11.0			

Manager Approval

☑ Approval

Comments: this EE request it for this PTO she call out for sick

06-16-2025

Manager Signature

Date