

Carlson Building Maintenance

PTO Form 07-11-2025

| | | PTO Form | | |
|-------------------|-----------------|------------------|-----|------------|
| | | | | |
| Employee name: | Manuela-Serna | | | |
| Employee number: | 12332 | | | |
| Department: | Service | | | |
| Manager: | Eduardo Espejel | | | |
| Dates of absence: | From: | 07-18-2025 | To: | 07-20-2025 |
| Number of hours | 18.0 | | | |
| | N | Ianager Approval | | |
| | | | | |
| ☑ Approval | | | | |
| Comments: | | | | |
| | | | | |
| 24 | | | | 07-11-2025 |
| Manager Signature | Date | | | |