



Carlson Building Maintenance

PTO Form

10-30-2025

PTO Form

Employee name: Emelia -Mendoza

Employee number: 12531

Department: Service

Manager: Pedro Amaro


Dates of absence: From: 10-20-2025 To: 10-21-2025

Number of hours 7.0

Manager Approval

☒ Approval

Comments:
this EE request it for this PTO

 10-30-2025
Manager Signature Date