



Carlson Building Maintenance

PTO Form

08-26-2024

PTO Form

Employee name: Emilia-Mendoza

Employee number: 12531

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 08-12-2024 To: 08-13-2024

Number of hours 4.0

Manager Approval

Approval

Comments:
this EE request for this PTO



Manager Signature

08-26-2024
Date