



Carlson Building Maintenance

PTO Form

10-18-2024

PTO Form

Employee name: Claudia -Cáceres

Employee number: 12779

Department: Service

Manager: Lino Huerta

Dates of absence: From: 10-17-2024 To: 10-19-2024

Number of hours 8.0

Manager Approval

Approval

Comments:

She requested this day for PTO



Manager Signature

Date

10-18-2024