



Carlson Building Maintenance

PTO Form

06-24-2024

PTO Form

Employee name: Claudia-Caceres

Employee number: 12779

Department: Service

Manager: Lino Huerta

Dates of absence: From: 06-22-2024 To: 06-23-2024

Number of hours 7.0

Manager Approval

Approval

Comments:
she requested this day for PTO

2

Manager Signature

06-24-2024

Date