



# Carlson Building Maintenance

**PTO Form**

**08-04-2025**

## PTO Form

Employee name: Claudia-Caceres

Employee number: 12779

Department: Operations

Manager: Roberto Cedillo

Dates of absence: From: 08-05-2025 To: 08-05-2025

Number of hours 8.2

## Manager Approval

☒ Approval

Comments:

Manager Signature

08-04-2025

Date