

# Carlson Building Maintenance

**PTO Form**

**01-26-2026**

## PTO Form

Employee name: Veronica Gonzalez

Employee number: 13098

Department: Maintenance

Manager: Felix Varela

Dates of absence: From: 01-27-2026 To: 01-28-2026

Number of hours 7.0

## Manager Approval

☒ Approval

Comments:



Manager Signature

01-26-2026

Date