



Carlson Building Maintenance

PTO Form

04-01-2024

PTO Form

Employee name: Marivel -Contreras

Employee number: 13132

Department: Service

Manager: Lino Huerta

Dates of absence: From: 03-19-2024 To: 03-20-2024

Number of hours 6.0

Manager Approval

Approval

Comments:

She requested this day for PTO

Manager Signature

04-01-2024

Date