



# Carlson Building Maintenance

**PTO Form**

**04-17-2025**

## PTO Form

Employee name: Marivel -Contreras

Employee number: 13132

Department: Service

Manager: Roberto Cedillo

Dates of absence: From: 04-15-2025 To: 04-16-2025

Number of hours 6.0

## Manager Approval

☒ Approval

Comments:  
call out for sick

Manager Signature

04-17-2025

Date