



Carlson Building Maintenance

PTO Form

09-03-2024

PTO Form

Employee name: Kari -Rivera

Employee number: 13303

Department: Service

Manager: Lino Huerta

Dates of absence: From: 08-31-2024 To: 09-01-2024

Number of hours 6.0

Manager Approval

Approval

Comments:

She requested this day for PTO

Manager Signature

09-03-2024

Date