



# Carlson Building Maintenance

**PTO Form**

**04-19-2024**

## PTO Form

Employee name: Ma-Garcia

Employee number: 13372

Department: Maintenance

Manager: Felix Varela

Dates of absence: From: 04-19-2024 To: 04-20-2024

Number of hours 5.0

## Manager Approval

Approval

Comments:

Manager Signature

04-19-2024

Date