



# Carlson Building Maintenance

**PTO Form**

**08-20-2024**

## PTO Form

Employee name: Ma-Garcia

Employee number: 13372

Department: Maintenance

Manager: Felix Varela

Dates of absence: From: 08-21-2024 To: 08-22-2024

Number of hours 5.0

## Manager Approval

Approval

Comments:

Manager Signature

Date

08-20-2024