



# Carlson Building Maintenance

**PTO Form**

**09-28-2024**

## PTO Form

Employee name: Jade-Gonzales

Employee number: 13524

Department: Maintenance

Manager: Rene Cedillo

Dates of absence: From: 09-27-2024 To: 09-28-2024

Number of hours 16.0

## Manager Approval

Approval

Comments:

Taking 2 Days Of 9/27 & 9/28

Manager Signature

09-28-2024

Date