



Carlson Building Maintenance

PTO Form

01-16-2025

PTO Form

Employee name: Sandy-Hernandez

Employee number: 13561

Department: Service

Manager: Lino Huerta

Dates of absence: From: 01-19-2025 To: 01-20-2025

Number of hours 16.0

Manager Approval

Approval

Comments:

She requested this days for pto

Manager Signature

01-16-2025

Date