



# Carlson Building Maintenance

**PTO Form**

**01-16-2025**

## PTO Form

Employee name: Bertha -Martinez

Employee number: 13716

Department: Service

Manager: Eduardo Espejel

Dates of absence: From: 01-20-2025 To: 01-28-2025

Number of hours 36.0

## Manager Approval

Approval

Comments:

Manager Signature

01-16-2025

Date