



# Carlson Building Maintenance

**PTO Form**

**08-13-2024**

## PTO Form

Employee name: Josefina-Lopez

Employee number: 13727

Department: Maintenance

Manager: Felix Varela

Dates of absence: From: 08-11-2024 To: 08-18-2024

Number of hours 40.0

## Manager Approval

Approval

Comments:

Manager Signature

08-13-2024

Date