



Carlson Building Maintenance

PTO Form

01-29-2025

PTO Form

Employee name: Fredy -Vergara

Employee number: 1382

Department: Service

Manager: Lino Huerta

Dates of absence: From: 01-12-2025 To: 01-13-2025

Number of hours 4.25

Manager Approval

Approval

Comments:

He was sick and he's requesting this time to pay

Manager Signature

01-29-2025

Date