



# Carlson Building Maintenance

**PTO Form**

**03-07-2024**

## PTO Form

Employee name: Fredy-Vergara

Employee number: 1382

Department: Service

Manager: Lino Huerta

Dates of absence: From: 03-06-2024 To: 03-07-2024

Number of hours 6

## Manager Approval

Approval

Comments:

He requested this day for PTO.

Manager Signature

03-07-2024

Date