

Carlson Building Maintenance

PTO Form

01-05-2026

PTO Form

Employee name: Sandra Garcia

Employee number: 13865

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 12-31-2025 To: 01-02-2026

Number of hours 23.0

Manager Approval

Approval

Comments:
this EE request for this PTO


Manager Signature

01-05-2026
Date