

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

	01-05-2026
Manager Signature	Date