

Carlson Building Maintenance

PTO Form

12-26-2025

PTO Form

Employee name: Sandra Garcia

Employee number: 13865

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 12-24-2025 To: 12-31-2025

Number of hours 48.0

Manager Approval

Approval

Comments:
this EE request for this PTO


Manager Signature

12-26-2025
Date