



# Carlson Building Maintenance

**PTO Form**

**10-18-2024**

## PTO Form

Employee name: Ulises -Torres

Employee number: 13944

Department: Service

Manager: Lino Huerta

Dates of absence: From: 10-18-2024 To: 10-19-2024

Number of hours 12.0

## Manager Approval

Approval

Comments:

He requested this days for PTO

Manager Signature

10-18-2024

Date