



# Carlson Building Maintenance

**PTO Form**

**09-24-2025**

## PTO Form

Employee name: Vanessa-Cordova

Employee number: 14013

Department: Operations

Manager: Roberto Cedillo

Dates of absence: From: 09-13-2025 To: 09-13-2025

Number of hours 3.5

## Manager Approval

☒ Approval

Comments:

A handwritten signature in black ink, appearing to read 'Roberto Cedillo', is written over a horizontal line.

Manager Signature

Date

09-24-2025