



Carlson Building Maintenance

PTO Form

08-29-2024

PTO Form

Employee name: Jenny-Yumbulema

Employee number: 14560

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 07-31-2024 To: 08-05-2024

Number of hours 40.0

Manager Approval

Approval

Comments:
this EE missing a PTO from last pay period


Manager Signature

08-29-2024
Date