



# Carlson Building Maintenance

**PTO Form**

**11-11-2024**

## PTO Form

Employee name: Elmer -Lorenzo

Employee number: 14666

Department: Maintenance

Manager: Felix Varela

Dates of absence: From: 11-10-2024 To: 11-16-2024

Number of hours 30.0

## Manager Approval

Approval

Comments:

Manager Signature

Date

11-11-2024