



# Carlson Building Maintenance

**PTO Form**

**08-24-2024**

## PTO Form

Employee name: Carmen -Maldonado

Employee number: 14765

Department: Maintenance

Manager: Felix Varela

Dates of absence: From: 08-24-2024 To: 08-26-2024

Number of hours 5.0

## Manager Approval

Approval

Comments:

Manager Signature

08-24-2024

Date