



Carlson Building Maintenance

PTO Form

12-17-2024

PTO Form

Employee name: Martha-Rodriguez

Employee number: 14796

Department: Service

Manager: Bob Kay

Dates of absence: From: 12-12-2024 To: 12-17-2024

Number of hours 30.9

Manager Approval

Approval

Comments:

Manager Signature

12-17-2024

Date