



# Carlson Building Maintenance

**PTO Form**

**12-23-2024**

## PTO Form

Employee name: Luis-Rohena

Employee number: 14836

Department: Service

Manager: Eduardo Espejel

Dates of absence: From: 12-24-2024 To: 12-24-2024

Number of hours 5.0

## Manager Approval

Approval

Comments:

Ee is sick he won't be able to work tomorrow he will like to get his day paid

Manager Signature

12-23-2024

Date