



# Carlson Building Maintenance

**PTO Form**

**08-25-2025**

## PTO Form

Employee name: Analiss -Shiguango

Employee number: 14910

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 08-20-2025 To: 08-26-2025

Number of hours 40.0

## Manager Approval

☒ Approval

Comments:  
this EE request for this PTO

  
\_\_\_\_\_  
Manager Signature

08-25-2025  
\_\_\_\_\_  
Date