



Carlson Building Maintenance

PTO Form

10-31-2024

PTO Form

Employee name: Juan-Charles

Employee number: 15272

Department: Service

Manager: Rene Cedillo

Dates of absence: From: 10-26-2024 To: 10-27-2024

Number of hours 8.0

Manager Approval

Approval

Comments:
PTO 1 Day

Manager Signature

10-31-2024

Date