

Carlson Building Maintenance

PTO Form

04-23-2026

PTO Form

Employee name: Jose Velix

Employee number: 15311

Department: Maintenance

Manager: Felix Varela

Dates of absence: From: 04-19-2026 To: 04-25-2026

Number of hours 40.0

Manager Approval

Approval

Comments:



04-23-2026

Manager Signature

Date