



# Carlson Building Maintenance

**PTO Form**

**09-02-2025**

## PTO Form

Employee name: Gissela -Lema

Employee number: 15322

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 09-03-2025 To: 09-07-2025

Number of hours 37.0

## Manager Approval

☒ Approval

Comments:  
this EE request for this PTO

Manager Signature

09-02-2025

Date