



# Carlson Building Maintenance

**PTO Form**

**07-10-2025**

## PTO Form

Employee name: Juan -Mejia

Employee number: 15325

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 07-04-2025 To: 07-08-2025

Number of hours 35.0

## Manager Approval

☒ Approval

Comments:  
this EE request for this PTO

Manager Signature

07-10-2025

Date