

Carlson Building Maintenance

PTO Form

12-28-2025

PTO Form

Employee name: Maria Herrera

Employee number: 15327

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 12-10-2025 To: 12-11-2025

Number of hours 7.0

Manager Approval

Approval

Comments:

this EE call out for sick


Manager Signature

12-28-2025

Date