

## **Carlson Building Maintenance**

PTO Form 11-22-2024

PTO Form				
Employee name:	Pascual -Tapia Vega			
Employee number:	15328			
Department:	Service			
Manager:	Pedro Amaro			
Dates of absence:	From:	11-10-2024	To:	11-17-2024
Number of hours	40.0			
	N	Ianager Approval		
☑ Approval  Comments: This EE missed the PTO	can you pl	ease pay also this	Employee ha	as a direct deposit
Manager Signature			Dat	11-22-2024 te