



Carlson Building Maintenance

PTO Form

12-02-2024

PTO Form

Employee name: Tania -Reyes

Employee number: 15330

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 11-24-2024 To: 11-28-2024

Number of hours 28.0

Manager Approval

Approval

Comments:
this EE request for this PTO



Manager Signature

12-02-2024

Date