



# Carlson Building Maintenance

**PTO Form**

**06-16-2025**

## PTO Form

Employee name: Marlene -Lopez

Employee number: 15352

Department: Service

Manager: Pedro Amaro


Dates of absence: From: 06-11-2025 To: 06-18-2025

Number of hours 39.0

## Manager Approval

☒ Approval

Comments:  
this EE request for this PTO

 06-16-2025  
Manager Signature Date