

Carlson Building Maintenance

PTO Form

Employee name:		Celestina-Castro			
Employee number:		15359			
Department:		Service			
Manager:		Pedro Amaro			
Dates of absence:	From:	04-08-2025	To:	04-09-2025	
Number of hours	7.45				

Manager Approval

☑ Approval

Comments: this EE request for this PTO

04-07-2025

Manager Signature

Date