

Carlson Building Maintenance

PTO Form

12-08-2025


PTO Form

Employee name:	Karen Cruz	
Employee number:	15430	
Department:	Service	
Manager:	Pedro Amaro	
Dates of absence:	From: 12-06-2025	To: 12-21-2025
Number of hours	80.0	

Manager Approval

☒ Approval

Comments:
this EE request for this PTO

	12-08-2025
Manager Signature	Date