

## **Carlson Building Maintenance**

PTO Form 11-11-2025

| PTO Form                              |             |                  |     |            |
|---------------------------------------|-------------|------------------|-----|------------|
|                                       |             |                  |     |            |
| Employee name:                        | Linda -Cruz |                  |     |            |
| Employee number:                      | 15438       |                  |     |            |
| Department:                           | Service     |                  |     |            |
| Manager:                              | Pedro Amaro |                  |     |            |
| Dates of absence:                     | From:       | 11-10-2025       | To: | 11-11-2025 |
| Number of hours                       | 5.0         |                  |     | _          |
|                                       | N           | Ianager Approval |     |            |
| ☑ Approval                            |             |                  |     |            |
| Comments: this EE request it for this | РТО         |                  |     |            |
| Manager Signature                     |             |                  | Dat | 11-11-2025 |