



# Carlson Building Maintenance

**PTO Form**

**09-03-2025**

## PTO Form

Employee name: Castro Alvarado, Maria Juana-

Employee number: 15449

Department: Operations

Manager: Jose Martinez

Dates of absence: From: 09-01-2025 To: 09-07-2025

Number of hours 36.0

## Manager Approval

☒ Approval

Comments:

JM

Manager Signature

09-03-2025

Date