

# Carlson Building Maintenance

## PTO Form

12-28-2025

### PTO Form

Employee name: Miriam Guatemala

Employee number: 15461

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 12-20-2025 To: 12-28-2025

Number of hours 35.0

### Manager Approval

Approval

Comments:

She took these days of vacations. Thanks



Manager Signature

12-28-2025

Date