



Carlson Building Maintenance

PTO Form

11-02-2025

PTO Form

Employee name: Patricia -Cabrera

Employee number: 15518

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 10-20-2025 To: 10-27-2025

Number of hours 39.0

Manager Approval

☒ Approval

Comments:

She won't be able to work anymore because she's pregnant, but she told me a month before she left her job.

Manager Signature

11-02-2025

Date