

Carlson Building Maintenance

PTO Form

02-20-2026

PTO Form

Employee name: Marco Guzman

Employee number: 15623

Department: Service

Manager: Bob Kay

Dates of absence: From: 02-12-2026 To: 02-18-2026

Number of hours 36.75

Manager Approval

Approval

Comments:



02-20-2026

Manager Signature

Date