



Carlson Building Maintenance

PTO Form

10-21-2025

PTO Form

Employee name: Marco-Guzman

Employee number: 15623

Department: Service

Manager: Bob Kay

Dates of absence: From: 10-16-2025 To: 10-22-2025

Number of hours 36.75

Manager Approval

☒ Approval

Comments:

A handwritten signature in black ink, appearing to read 'Bob Kay', written over a horizontal line.

Manager Signature

Date

10-21-2025