

Carlson Building Maintenance

PTO Form

01-25-2026

PTO Form

Employee name: Antonia Alvarado

Employee number: 15715

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 01-18-2026 To: 01-25-2026

Number of hours 35.0

Manager Approval

☒ Approval

Comments:

She took these days of vacations.



01-25-2026

Manager Signature

Date