

# Carlson Building Maintenance

**PTO Form**

**04-19-2026**

## PTO Form

Employee name: Jasmine Martinez

Employee number: 1642

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 04-05-2026 To: 04-12-2026

Number of hours 35.0

## Manager Approval

Approval

Comments:

She took these days of vacations.



04-19-2026

Manager Signature

Date