



# Carlson Building Maintenance

**PTO Form**

**03-01-2024**

## PTO Form

Employee name: Isidra-Colima

Employee number: 3604

Department: Service

Manager: Eduardo Espejel

Dates of absence: From: 02-26-2024 To: 03-04-2024

Number of hours 40

## Manager Approval

Approval

Comments:

Manager Signature

03-01-2024

Date