



# Carlson Building Maintenance

**PTO Form**

**07-10-2025**

## PTO Form

Employee name: Edgar -Moctezuma

Employee number: 3631

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 07-07-2025 To: 07-20-2025

Number of hours 80.0

## Manager Approval

☒ Approval

Comments:  
this EE request for this PTO

  
Manager Signature

07-10-2025  
Date