



# Carlson Building Maintenance

**PTO Form**

**10-21-2024**

## PTO Form

Employee name: Edgar -Moctuzuma

Employee number: 3632

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 10-20-2024 To: 10-29-2024

Number of hours 46.0

## Manager Approval

Approval

Comments:  
this EE request for this PTO

  
Manager Signature

10-21-2024  
Date