



# Carlson Building Maintenance

**PTO Form**

**09-22-2025**

## PTO Form

Employee name: Areli-Orellana

Employee number: 3688

Department: Service

Manager: Pedro Amaro


Dates of absence: From: 09-21-2025 To: 10-11-2025

Number of hours 110.0

## Manager Approval

☒ Approval

Comments:  
this EE request for this PTO

  
Manager Signature

09-22-2025  
Date