



Carlson Building Maintenance

PTO Form

01-12-2024

PTO Form

Employee name: Tester-Testing

Employee number: 4321

Department: Human Resources

Manager: Joe Schaeppi

Dates of absence:

From: 01-15-2024 To: 01-19-2024

Number of hours **30**

Manager Approval

Approval

Comments:

This is a test form submission to see how the apps work on the remote server.

Manager Signature

01-12-2024

Date