



Carlson Building Maintenance

PTO Form

06-17-2024

PTO Form

Employee name: Reinaldo -Espinosa

Employee number: 4563

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 06-14-2024 To: 06-15-2024

Number of hours 7.0

Manager Approval

Approval

Comments:
this EE request for this PTO

Manager Signature

06-17-2024

Date