



# Carlson Building Maintenance

**PTO Form**

**08-21-2024**

## PTO Form

Employee name: Andrea -Villanueva

Employee number: 4690

Department: Service

Manager: Lino Huerta

Dates of absence: From: 07-31-2024 To: 08-13-2024

Number of hours **80.0**

## Manager Approval

Approval

Comments:

She requested this Dady for pto

Manager Signature

08-21-2024

Date