

Carlson Building Maintenance

PTO Form

12-01-2025


PTO Form

Employee name:	Salome Morales	
Employee number:	4971	
Department:	Service	
Manager:	Pedro Amaro	
Dates of absence:	From: 11-24-2025	To: 11-30-2025
Number of hours	34.0	

Manager Approval

☒ Approval

Comments:
this EE request for this PTO

	12-01-2025
Manager Signature	Date