



Carlson Building Maintenance

PTO Form

02-26-2024

PTO Form

Employee name: Salome -Morales

Employee number: 4971

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 02-18-2024 To: 02-19-2024

Number of hours 5

Manager Approval

Approval

Comments:
this EE request for this PTO


Manager Signature

02-26-2024
Date