



Carlson Building Maintenance

PTO Form

11-18-2024

PTO Form

Employee name: Gerardo-Ascencio

Employee number: 5002

Department: Service

Manager: Bob Kay

Dates of absence: From: 11-09-2024 To: 11-11-2024

Number of hours **18.0**

Manager Approval

Approval

Comments:

Manager Signature

Date

11-18-2024