



# Carlson Building Maintenance

**PTO Form**

**07-16-2024**

## PTO Form

Employee name: Noe-Cortes

Employee number: 5163

Department: Service

Manager: Lino Huerta

Dates of absence: From: 07-14-2024 To: 07-20-2024

Number of hours 45.0

## Manager Approval

Approval

Comments:  
he requested this days for PTO

Manager Signature

07-16-2024

Date