

Carlson Building Maintenance

PTO Form

11-30-2025

PTO Form

Employee name: Israel Ortiz

Employee number: 5657

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 11-24-2025 To: 11-29-2025

Number of hours 40.0

Manager Approval

☒ Approval

Comments:

he took these days of vacations. Thanks



Manager Signature

11-30-2025

Date