

Carlson Building Maintenance

PTO Form

04-19-2026

PTO Form

Employee name: Adriana Galvan

Employee number: 6593

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 04-12-2026 To: 04-18-2026

Number of hours 30.0

Manager Approval

Approval

Comments:

She took these days of vacations



04-19-2026

Manager Signature

Date