

Carlson Building Maintenance

PTO Form

| Employee name: | | Laura-Camacho | | | |
|-------------------|-------|---------------|-----|------------|--|
| Employee number: | | 7223 | | | |
| Department: | | Service | | | |
| Manager: | | Pedro Amaro | | | |
| Dates of absence: | From: | 05-05-2024 | To: | 05-06-2024 | |
| Number of hours | 5.0 | | | | |

Manager Approval

☑ Approval

Comments: This EE request for this PTO

J Manager Signature

05-06-2024

Date