

Carlson Building Maintenance

PTO Form 11-25-2024

| | | PTO Form | | | |
|-----------------------------------|---------------|------------------|-----|------------|--|
| | | | | | |
| Employee name: | Laura-Camacho | | | | |
| Employee number: | | 7223 | | | |
| Department: | | Service | | | |
| Manager: | | Pedro Amaro | | | |
| Dates of absence: | From: | 11-17-2024 | To: | 11-18-2024 | |
| Number of hours | 5.0 | | | | |
| | M | Ianager Approval | | | |
| ☑ Approval | | | | | |
| Comments: this EE request for thi | s PTO | | | | |
| <u> </u> | | | | 11-25-2024 | |
| Manager Signature | | | Dat | te | |