



Carlson Building Maintenance

PTO Form

01-18-2024

PTO Form

Employee name: Margarito-Xolalpan

Employee number: 7680

Department: Service

Manager: Lino Huerta

Dates of absence: From: 01-14-2024 To: 01-20-2024

Number of hours 37

Manager Approval

Approval

Comments:

He requested this days for PTO.

Manager Signature

01-18-2024

Date