



# Carlson Building Maintenance

**PTO Form**

**06-17-2024**

## PTO Form

Employee name: Carlos -Acosta

Employee number: 7863

Department: Service

Manager: Lino Huerta

Dates of absence: From: 06-03-2024 To: 06-04-2024

Number of hours 8.0

## Manager Approval

Approval

Comments:

He requested this day for pto

Manager Signature

06-17-2024

Date