



Carlson Building Maintenance

PTO Form

04-01-2024

PTO Form

Employee name: Carlos-Acosta

Employee number: 7863

Department: Service

Manager: Lino Huerta

Dates of absence: From: 03-29-2024 To: 03-30-2024

Number of hours 8.0

Manager Approval

Approval

Comments:

He requested this day for PTO

Manager Signature

04-01-2024

Date