



# Carlson Building Maintenance

**PTO Form**

**02-25-2024**

## PTO Form

Employee name: Monica -Aviles

Employee number: 8078

Department: Human Resources

Manager: Cruz Hernandez

Dates of absence: From: 02-19-2024 To: 02-27-2024

Number of hours 25

## Manager Approval

Approval

Comments:

Ella tomó estos días de vacaciones.

Manager Signature

02-25-2024

Date