



Carlson Building Maintenance

PTO Form

07-14-2025

PTO Form

Employee name: Nancy -Caballero

Employee number: 8232

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 07-04-2025 To: 07-05-2025

Number of hours 8.0

Manager Approval

☒ Approval

Comments:

this EE request it to make the 40 hours with the PTO

Manager Signature

07-14-2025

Date