



# Carlson Building Maintenance

**PTO Form**

**10-31-2025**

## PTO Form

Employee name: Edras -Sanchez

Employee number: 9545

Department: Operations

Manager: Roberto Cedillo

Dates of absence: From: 11-02-2025 To: 11-04-2025

Number of hours 15.9

## Manager Approval

☒ Approval

Comments:

4.15 horas per day + 1.15 wine&spirit

Manager Signature

10-31-2025

Date