



Carlson Building Maintenance

PTO Form

12-16-2024

PTO Form

Employee name: Miriam-Castillo

Employee number: 9835

Department: Service

Manager: Pedro Amaro

Dates of absence: From: 12-06-2024 To: 12-10-2024

Number of hours 10.0

Manager Approval

Approval

Comments:
this EE request for this PTO on 12/6 and 12/9

Manager Signature

Date

12-16-2024