|  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **PTO/Leave Balance Tracker** | | | | | | | | | | | |
| Name | Vacation | | Sick Days | | PTO | Personal Days | | Disability | | Paid/Unpaid |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  |  | |  | |  |  | |  | |  |
|  | |  | |  | | |  | |  | |