



Carlson Building Maintenance

Backpay Form

07-15-2024

Backpay Form

Employee name: Florentina serrano Employee number: 10240

Missed Pay (to be added through the employee's next generated check):

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
06-20-2024	11:46 PM	11:46 PM	11:46 PM	12:46 AM	1.00 hrs

Location: 303 Festival Foods Verona

Reason this pay was missed: Employee called stating she is missing an hour from her timekeeping on June 20th

****Signature/Approval - Please make sure to sign and print your name before turning in this form.**

Joe Schaeppi  07-15-2024
 Manager Manager Signature Date