



# Carlson Building Maintenance

**Backpay Form**

**09-10-2024**

## Backpay Form

Employee name:                     Claudia Casares                     Employee number:                     12779                    

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
07-09-2024	09:00 PM	02:00 AM	02:30 AM	05:30 AM	-1480.50 hrs

**Location:**                     160 Jerry's Cub Sunray St.Paul MN                    

**Reason this pay was missed:**                     She was unable to clock in or out, also I was unable to enter the hours in ehub                    

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

Joe Schaeppi  
Manager

Manager Signature

09-10-2024  
Date