



Carlson Building Maintenance

Backpay Form

02-07-2025

Backpay Form

Employee name: Josefina Lopez Employee number: 13727

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
01-23-2025	03:30 AM	No Time	No Time	09:30 AM	6.00 hrs

Location: 696 Target T1403 Plainfield IL

Reason this pay was missed:

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

Joe Schaeppi
Manager

Manager Signature

02-07-2025
Date