



# Carlson Building Maintenance

**Backpay Form**

07-25-2024

## Backpay Form

Employee name:                     lucrecia cocha                     Employee number:                     15356                    

**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 | 11:30 AM | 02:00 PM        | 02:30 PM           | 08:00 PM | -15.50 hrs   |

**Location:**                     Home                    

**Reason this pay was missed:**                     T1375 Nicollete Mall Target MPLS Rene Cedillo                    

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

Joe Schaeppi

07-25-2024

Manager

Manager Signature

Date