



# Carlson Building Maintenance

**Backpay Form**

**08-19-2024**

## Backpay Form

Employee name:                     Ruben Granda                     Employee number:                     15448                    

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
08-07-2024	05:00 AM	09:30 AM	10:00 AM	11:15 AM	5.50 hrs

**Location:** 679 T0847 Target Virginia, MN

**Reason this pay was missed:**                     this EE missing time from 8/7 also they not take any brak time                    

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

Joe Schaeppi  
Manager

Manager Signature

08-19-2024  
Date