

Carlson Building Maintenance

Backpay Form

03-02-2026

Backpay Form

Employee name: Gabriela Peres Garcia Employee number: 15598

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
02-13-2026	11:00 PM	No Time	No Time	04:30 AM	5.00 hrs
02-14-2026	11:00 PM	No Time	No Time	04:30 AM	5.00 hrs

Location: 205 Meijer Machesney Park IL

Reason this pay was missed: According to employee, let the supervisor know, but it was not entered

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

Joe Schaeppi
Manager



Manager Signature

03-02-2026
Date