



Carlson Building Maintenance

Backpay Form

11-18-2024

Backpay Form

Employee name: Magdalena Gallego Employee number: 15634

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
10-30-2024	04:00 AM	No Time	No Time	09:00 AM	5.00 hrs
10-31-2024	04:00 AM	No Time	No Time	09:00 AM	5.00 hrs
11-01-2024	04:00 AM	No Time	No Time	09:00 AM	5.00 hrs
11-02-2024	04:00 AM	No Time	No Time	09:00 AM	5.00 hrs

Location: 509 T1113 Coralville IA

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

11-18-2024
Date