



Carlson Building Maintenance

Backpay Form

08-12-2025

Backpay Form

Employee name: Juan Rios Employee number: 15758

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
07-16-2025	06:00 AM	06:00 AM	06:00 AM	10:15 AM	4.00 hrs

Location: 606 Target Express T3405 Madison State Street WI

Reason this pay was missed: _____

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

Joe Schaeppi		08-12-2025
Manager	Manager Signature	Date