

Carlson Building Maintenance

Backpay Form

01-29-2026

Backpay Form

Employee name: Alberto Alvarega Employee number: 16045

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
12-29-2025	04:00 AM	No Time	No Time	09:00 AM	5.00 hrs

Location: 615 T0003 Crystal MN

Reason this pay was missed: This EE missing this date 12/29 they have a problem with the phone

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

Joe Schaeppi
Manager


Manager Signature

01-29-2026
Date