

# Carlson Building Maintenance

## Backpay Form

12-26-2025

### Backpay Form

Employee name: Carlos Rondon Employee number: 16259

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

Date:	In:	Left for lunch:	Return from lunch:	Out:	Total hours:
11-11-2025	06:00 AM	No Time	No Time	11:00 AM	5.00 hrs

Location: 717 Target T2228 Cleveland OH

Reason this pay was missed: Carlos did not clock in on this day. He claims he notified Gabriel and when I went to get papers signed, he mentioned he still had not received payment for 11/11/2025

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

Joe Schaeppi  
Manager



Manager Signature

12-26-2025  
Date