

Carlson Building Maintenance

Hotel Form

01-21-2026

- Hotel request must be requested ahead of time.
- Select numbers of rooms
- Select numbers of beds (Single or double)
- Notify the employee to check in by 3pm.
- Specify employee name under hotel
- Employee name under hotel must have an I.D.
- Employee must pay deposit for incidentals.
- Any No Call No Show/Cancel will be a company loss.

District Information

Dm: Felix Varela

Job Information

Store: 687 Target T0670 Springfield IL

Job Information

Check In: 01-21-2026 Check Out: 01-24-2026

How many rooms: 1 How many beds: 2

Employee Information

New Employee Name Gregorio Cruz Gil

Job Information

Site visit/Project type: Partial DSR Order number: 0

Notes

Office use only

Notes