

Carlson Building Maintenance

Hotel Form

04-13-2026

- **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: | Pedro Amaro

Job Information

Store: | 676 Target T0657 Bemidji, MN

Job Information

Check In:	04-13-2026	Check Out:	04-18-2026
-----------	------------	------------	------------

How many rooms:	1	How many beds:	2
-----------------	---	----------------	---

Employee Information

New Employee Name | Reinaldo espinosa

Job Information

Site visit/Project type:	Full SR	Order number:	1940
--------------------------	---------	---------------	------

Notes

This employee work on project

Office use only

Notes