

UNIVERSITY OF SOUTH ALABAMA
ADMIN BLDG - ROOM 280
PAYROLL ACCOUNTING
MOBILE, AL 36688

Date of Request _____

REQUEST FOR IRS FORM W-2

Please reissue WAGE AND TAX STATEMENT (Form W-2), for the tax year ending 20_____.

EMPLOYEE NAME: _____

SOCIAL SECURITY NO: _____

COMPLETED W-2 FORM WILL BE:

_____ Picked up in Payroll at: Campus USAMC USAC&W USAKPH

_____ Call _____

_____ Mailed to work location: _____

_____ Mailed to the following address:

Street Address

City

State

Zip Code

_____ Other (Explain) _____

THE FORM W-2 IS REQUESTED FOR THE FOLLOWING REASON:

Signature of Employee

FOR DEPT USE ONLY:

W-2 reissued on: _____

Mailed/Picked up on: _____

Processed By: _____