

Request for Duplicate Form W-2

Send completed request forms to University of West Florida, Attn: Payroll, Bldg 20E, Pensacola, FL 32514. You may also fax the completed form to 850-474-3053.

Date of Request: _____

Please re-issue Form W-2 for tax year ending 20____

Employee Name: _____

UWF ID Number: _____

Re-issued W-2 will be:

Picked up in payroll. Please call _____ when ready for pick-up.

Delivered via Campus Mail to: _____
Bldg Room No

Mailed to: _____
Street Address

_____ City State Zip

The Form W-2 is requested for the following reason:

Signature of Employee

For Payroll Use Only:

W-2 re-issued on: _____

Processed By: _____