



EASTERN KENTUCKY UNIVERSITY

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Office of Financial Affairs
Division of Accounting & Financial Services

CPO 3A, 213 Jones Building
521 Lancaster Avenue
Richmond, Kentucky 40475-3102

W-2 Printing Request Form

I, _____ request that a hard copy of my W-2 Form be printed by Payroll and sent to the address that the University has on file.

Signature

Print Name

Employee Identification Number

Please complete this form with all information provided and deliver in person to Jones 213. Deadline to submit form is December 1st.

Payroll

Jones 213 CPO 3A