

Request for Duplicate W-2

Please Print

<p>Mail To: Sequoia Union High School District Attention: Payroll Dept. 480 James Avenue Redwood City, CA 94062</p> <p>Fax To: (650) 306-8871</p>	<p>Request Date: _____</p>
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Please reissue a WAGE AND TAX STATEMENT (Form W-2) for the following employee, for the tax year ending _____.

Employee Name: _____
Last Four Digits of Social Security No: _____
Date of Birth: _____
Current Mailing Address: _____
City: _____ State: _____ Zip: _____
Sequoia UHSD Work Location: _____

<p>X _____ Employee Signature</p>	<p>Form W-2 is requested for the following:</p> <p>___ Never Received</p> <p>___ Misplaced/Destroyed</p> <p>___ Incorrect SSN/Name</p> <p>___ Other(explain) _____</p>
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For Payroll Department Only:	
Date Request Received: _____	Original W-2 Retailed: _____
Processed By: _____	Duplicate W-2 Reissued: _____