

University of South Alabama
Payroll Department
650 Clinic Drive
TRP Bldg III, Suite 1300
Mobile, AL 36688
251-460-6471

Request for IRS Form W-2

Date of Request: _____

Employee Name: _____ J Number: _____

Completed W-2 Form will be:

Picked up at Campus Payroll
 Call - Phone # _____

Mailed to the following address:

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

Employee Signature: _____

Payroll Department Use Only:

W-2 Reissued On: _____

Mailed or Picked Up: _____