



Statement of Earnings Request

INSTRUCTIONS: This form is used by employees to request an earnings statement for the years specified on the form. Please select a delivery option of the earnings statement and return the completed form to Payroll, either by fax or mail, as noted at the bottom of the form. **The earnings statement will be mailed directly to the address listed on the form if no delivery option is selected.**

Privacy Notice: State law requires that you be informed that you are entitled to: (1) request to be informed about the information collected about yourself on this form (with a few exceptions as provided by law); (2) receive and review that information; and (3) have the information corrected at no charge. To request this information, contact Payroll at payroll@tamu.edu or (979) 845-2711.

Earnings Statement Delivery Options:

- Mail to address listed below
- Pick Up (phone number required for notification)

Name	UIN/SSN
Years Requested	Telephone Number
Mailing Address	

Employee Signature

Date

<p>SUBMIT FORM TO: Payroll 1261 TAMU College Station, Texas 77843-1261 Fax (979) 845-4134</p>	<p>Questions: Payroll Phone (979) 845-2711 payroll@tamu.edu</p>
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