



PAYROLL SERVICES

Statement of Earnings Request

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@tamu.edu or (979) 845-2711.

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 Services, 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.

Earnings Statement Delivery Options:

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

Table with 2 columns: Name, UIN/SSN, Years Requested, Telephone Number, Mailing Address

Employee Signature

Date

SUBMIT FORM TO: Payroll Services, 1261 TAMU, College Station, Texas 77843-1261, Fax (979) 845-4134
NEED HELP? Payroll Services, Phone (979) 845-2711, payroll@tamu.edu