

BOYD COUNTY PUBLIC SCHOOLS
1104 Bob McCullough Drive
Ashland, KY 41102
606-928-4141

REQUEST FOR PAYROLL RECORDS

Date: _____

Employee Name: _____

Employee Number: _____ Work Location: _____

Address: _____ Phone #: _____

Requesting:

Copy of W2 Year: _____

Payroll Check History Months: _____

Verification of Employment

Other: _____

Please send via:

Mail To: _____

Fax To: _____

Pick-Up

Additional Information: _____

Employee Signature: _____

All requests will be completed within 48 hours of receipt.

Date Received: _____

Completed By: _____ Date: _____