



WESTERN

COLORADO UNIVERSITY

Controller's Office 1 Western Way Gunnison, CO 81231 970.943.2186

W2 Reissue Request Form

Instructions:

Please complete and return form to the Accounting Office located at Taylor Hall, Suite 328, or email to HR@western.edu.

General Information:

Name _____ ID# _____ Request Date _____

Current Contact Information:

Street _____ City _____

State _____ Zip _____ **Is this address:** PERMANENT / TEMPORARY

Phone Number _____ Email _____

Tax year(s) W2 is being requested: _____

Original W2 was:

Lost | Mailed to incorrect address | Never received | Damaged | Other:

Signature **Date**

For internal use only:

Reissuer: _____

Original W2 returned? _____

Date replacement W2 reissued: _____