Request to Mail Paycheck
Eastern Connecticut State University

If student workers wish to have paychecks mailed during Winter Break they must complete this form

Name: __________________________________________
(Print Neatly: Last, First, Middle)

*Address (mandatory)
Please print the address the check should be mailed to.

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Dates: Please check dates you want your paycheck mailed:

☐ December 24, 2015
☐ January 8, 2016

Signature: _________________________________

Please forward signed form to:

Payroll Office
Gelsi & Young, Room 325
Fax: 860.465.0083
payroll@easternct.edu