

REQUEST FOR W-2

www.JKentStaffing.com



Please mail the _____ W-2 to me at the address provided.
(write tax year requested)

PLEASE COMPLETE THE FOLLOWING:

Last Name (Print) First Name (Print) M.I. _____ / _____ / _____
Social Security #

Address

City State Zip _____ / _____ / _____
Phone #

I hereby authorize J. Kent Staffing to release a copy of my W-2 form to the mailing address indicated above.

Signature _____ / _____ / _____
Date

For Corporate Use Only

Request Received (Date): _____

Action Taken:

W-2 Mailed _____

W-2 Not Found for Year Requested _____

W-2C Needed _____

Processed by: _____

Date Processed: ____ / ____ / ____

TO SUBMIT

Fax Request for W-2 to: 303-777-0972 **OR** Email to: accounting@JKentStaffing.com