

BALTIMORE COUNTY PUBLIC SCHOOLS

OFFICE OF PAYROLL, BUILDING E
6901 CHARLES STREET
TOWSON MD 21204-3711
PHONE: (443) 809-4240 FAX: (410) 887-7610

(*Employees may obtain copies of their 2014-2017 W-2 forms
online from Employee Self-Service. Visit intranet.bcps.org

REQUEST FOR DUPLICATE W-2

Tax Year Requesting:

(Prior to 2010, contact the IRS and ask for Form 4506)

EMPLOYEE NAME: (PLEASE PRINT)

EMPLOYEE ID/SS#

MAIL TO:

Employee Signature

Date

For Office of Payroll Use only:

Date request rec'd: _____

Original W-2 remailed: _____

Processed by: _____

Duplicate W-2 reissued: _____