

Request for IU Paystub(s) to be Mailed, Faxed, or Secure Emailed

Print First Name: _____ Last Name: _____

This form should be used by **FORMER IU employees only**. CURRENT IU employees should obtain their paycheck information via the Employee Center via one.iu.edu.

Enter the **paycheck issue date** for the paystub information you need in the boxes below. Please limit your request to a maximum of (3) paycheck dates.

Paycheck Date	
Paycheck Date	
Paycheck Date	

Select Delivery Method of **Mail, Fax, or Secure Email**

1. Mail paystub(s) to address:	Street:
	City:
	State:
	Zip Code:
2. Fax paystub(s) to fax number:	()
3. Secure Email paystub(s) to email address:	

By providing the information above, I expressly authorize Indiana University to release my payroll records maintained by the Office of the University Controller(UCO), only to the address, fax number, or email address indicated.

Signature: *(Required)* _____

Contact Phone Number: *(Required)* (_____) _____

Last 4 digits of SSN: *(Required)* _____ **University ID:** _____

Submit this form with a **government issued photo ID** (e.g. driver's license or state ID) to:

Fax: 812-855-1879

-or-

Mail: UCO Customer Service, 1024 E. 3rd Street Room 101, Bloomington, IN 47405

Questions? Contact UCO Customer Service at 812-855-0375 during regular business hours.