

Request for Paper Tax Forms



To request a paper copy of your W-2, 1042-S, 1099-R, and/or UW Stipend Letter,* print and complete this form, then return it to UW Payroll via either secure fax to (206) 543-8137, or via US Mail to:

University of Washington
Payroll Office
Box 359555
4333 Brooklyn Ave NE
Seattle, WA 98195

Your Legal Name:			
Your Social Security Number, ITIN, or UW Employee ID:			
Tax Form(s) Requested (check all that apply):			
<input type="checkbox"/> W-2 <input type="checkbox"/> 1042S <input type="checkbox"/> 1099R <input type="checkbox"/> Stipend Letter			
Tax Year(s) Requested:			
Please indicate why you are unable to retrieve electronic copies of the above tax form(s):			
<input type="checkbox"/> No longer eligible for Workday and/or Duo access <input type="checkbox"/> Other – Please summarize: _____			
Mailing address to which your paper tax form(s) should be sent: <i>To protect the privacy of your data, tax forms cannot be faxed or emailed to you.</i>			
Street Address: _____			
City: _____ State: _____ Zip: _____ Country: _____			
Your Contact Information			
Email Address:	Phone:		
Your Signature		Today's Date	

* While UW Payroll cannot provide copies of your 1098-T or 1099-Misc, please contact the appropriate office to obtain them:

- For 1098-T forms - Student Fiscal Services Office, sfshelp@uw.edu
- For 1099-Misc forms - Accounts Payable Office, ten99@uw.edu