



**Gateway
Community
Charters**

5712 Dudley Blvd.
McClellan, CA 95652

916-286-5129
916-993-4114 fax

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W-2 Replacement Request Form

Please complete this form (in ink) and submit to payroll:

Laura Barragan, Payroll Specialist

Phone (916) 928-5335 X286

Fax (916) 928-5344

lbarragan@natomascharter.org

Employee Name: _____

Employee ID or Social Security Number: _____

W-2 Year(s) Requesting Replacement Copy for: _____

Reason for Request:

Check one box: To be picked up by employee Mail to employee's home

Employee Signature

Date



Office Use Only!

Date W-2 Replacement was issued: _____

Payroll Technician's Signature: _____