



Prince George's County Public Schools

14201 School Lane • Payroll Services • Room 132 • Upper Marlboro, Maryland 20772

DUPLICATE W-2 REQUEST

DATE: _____

NAME: _____
First Name *Last Name*

EIN: _____

SSN (last four digits): _____

TAX YEAR(S) REQUESTED

You may request up to three (3) W-2s at one time. To request more than three (3) W-2s, you must have a request from a legal representative or court order.

(1) _____ **(2)** _____ **(3)** _____

PHONE NUMBER: _____

DELIVERY METHOD: **E-MAIL** (fastest delivery) **U.S. MAIL**

EMAIL ADDRESS: _____

MAILING ADDRESS: _____

CITY/STATE/ZIP CODE: _____

Please send completed form via email to: payroll.taxesw2s@pgcps.org