

## **2005 W-2 forms are being mailed to your permanent home address today, January 26, 2006.**

W-2 forms returned to our office will be forwarded only if we have a correct address for you.

Faculty and Staff should make address changes at <https://utssl.utoledo.edu/employees/Login.asp> .

Students can email their new address information to: [Payroll@Utnet.Utoledo.Edu](mailto:Payroll@Utnet.Utoledo.Edu) (include last four digits of SS#) or stop by our office located in Room 1700 of Rocket Hall between the hours of 8:00 a.m. and 5:00 p.m. to complete a Change of Address form.

Duplicate W-2 forms will be available after March 1, 2006 for employees who have not received one or who have lost it.