SHARP Message #516

DATE: 1/17/03
AUTHOR: LISA KERWIN
SUBJECT: MAILING OF FORMS W-2 FOR 2002
MESSAGE TEXT:

Forms W-2 for for all employees who received wages in calendar year 2002 were sent to the United States Postal Service for mailing on Friday, January 17, 2003.

As outlined in Informational Circular No. 03-P-032, issued January 6, 2003, all W-2 forms which are considered undeliverable by the Postal Service will be returned to the agency. Please refer to this circular for instructions on handling undeliverable W-2's. The circular also contains information regarding the procedures to be followed for requesting and receiving duplicate forms W-2 for calendar year 2002.

Return to SHARP Message Page

Page last modified on: