

Vermont Youth Conservation Corps, Inc.

Electronic W-2 Consent Form

There are several advantages to receiving your W-2 electronically. From the time the W-2 is filed by VYCC, it is available at a secure website until October 15<sup>th</sup> of the issuing year. For example, a 2015 W2, issued January 2016, would be available until October 15, 2016. It is accessible wherever there is an internet connection, and you can print as many copies as you need. You don't have to wait for the mail, or be concerned about the security of your mailbox.

By signing this form, you are consenting to receive your W-2 by electronic means only; a paper copy *will not* be provided to you. This consent remains in effect indefinitely or until you inform VYCC that you wish to revoke the consent.

If you withdraw your consent *after* the W-2 has posted to the secure website, your employer will be required to mail a paper copy within 30 days or your request.

**Please provide a good email address and do consider whether this address will change in 2020 in order to ensure proper receipt of the website address, unique login information, and password that will be needed to access your electronic W-2.** Keep VYCC informed of any changes that occur during the year to your address or e-mail address. Please note that your W-2 *will not* be emailed to you, simply the required information needed to access it.

VYCC may also use this email address and consent to send other forms and records.

Email address: \_\_\_\_\_

Employee Consent: (print name) \_\_\_\_\_

If under 18 parental signature/email \_\_\_\_\_

Employee Signature: \_\_\_\_\_

Date: \_\_\_\_\_