



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 15th 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.

☐ **Yes I consent to receive a W-2 by electronic means only;** I understand that a paper copy *will not* be provided to me. This consent remains in effect indefinitely or until I inform VYCC that I 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 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.

Email address: _____

Employee Consent: _____
(Please Print Name Above)

☐ **No, I do NOT consent to receive my W2 electronically** and request a paper copy to be sent to my Mailing Address listed below:

Employee Signature: _____

Date: _____

This form is not valid without employee or parent/guardian signature (for those under 18)