



PAYROLL SERVICES

1042-S Duplicate Request Form (Internationals Only)

Privacy Notice: State law requires that you be informed that you are entitled to: (1) request to be informed about the information collected about yourself on this form (with a few exceptions as provided by law); (2) receive and review that information; and (3) have the information corrected at no charge. To request this information, contact payroll@tamu.edu or call (979) 845-2711.

INSTRUCTIONS: This form is used by employees and students to request a duplicate 1042-S Form. Please type or print in the fields below. Your request will be processed within 10 days of receiving this form. Present your picture ID card to pick up your forms in person. Call (979) 845-2711 for assistance.

Delivery options:

- 1. Pick up - General Services Complex, 750 Agronomy Road, Suite 1201 - Payroll Services
Student ID required to pick-up forms in person.
2. U.S. Mail - Your duplicate 1042-S will be mailed to the address you provide below.
3. Image Scan via Email - Request will only be sent to the student's official Texas A&M University email address. CAUTION: Email is not a secure method of delivery. You must initial here for consent

Form with fields: Today's Date, Tax Year Requested, Student UIN, Name, Mailing address, Email Address, Telephone

Student Signature Required

Date

Printed Name Required

MAIL FORM TO: Texas A&M University Payroll Services MS 1261 College Station, TX 77843-1261
DROP OFF FORM TO: General Services Complex 750 Agronomy Rd Suite 1201
FAX FORM TO: Fax (979) 845-4134
EMAIL FORM TO: payroll@tamu.edu
NEED HELP? Payroll Services Phone (979) 845-2711 payroll@tamu.edu