

**EMPLOYEE'S AUTHORIZATION
FOR EARNINGS STATEMENT TO BE PRINTED
BY OTHER STAFF**

This is to certify that I am unable to access my earnings statement by computer; therefore, I am unable to view or print my payroll earnings statement. I hereby authorize Human Resources staff, my timekeeper, my manager or other designated staff to print a statement from the ISIS HR/Payroll system on my behalf.

Print Name: _____

Employee Number: _____

Work Location: _____

Employee Signature: _____

Date: _____