Replacing a Lost or Missing W-2 Form

- The W-2 form is available online from Workday.
- Requests for all other forms (1099R, 1042S or UW Stipend Letter) must be submitted in writing using the Tax Form Replacement Request.
- To obtain a Tax Form Replacement Request by phone, call (206) 543-9214. This phone line will be operational February 1 to April 13. After April 13, please call (206) 543-9213.
- Mail or fax the completed Tax Form Replacement Request to the Payroll Office:
  3903 Brooklyn Ave NE
  Seattle, WA 98105
  Fax: (206) 543-8137
- Replacement requests received in January will not be processed until February 1st
- Requested tax forms will be mailed first class or held for pick-up at the University of Washington Payroll Office, 3903 Brooklyn Ave NE.
- Forms may only be picked up by the individual named on the form and a picture ID will be required.

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Phone: (206) 543-5140
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