



**Payroll Services**  
*Take Control of Your Payroll Today!*

payrollservices@cps.edu  
Telephone (773)553-4729 ♦♦ Fax (773)553-2510

**Request for Check Stub Reprint**

Please note that pay check stubs can be reprinted only for checks paid on 4/3/2015 and after

Employee ID: \_\_\_\_\_

Name: \_\_\_\_\_

Contact Phone #: \_\_\_\_\_

Check date (Maximum of 5):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Address to mail reprints:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

Submit completed form to Payroll Services via E-mail to [payrollservices@cps.edu](mailto:payrollservices@cps.edu) or  
Fax to (773)553-2662