

P.O Box 1663 Los Alamos, New Mexico 87544

MEMORANDUM

TO: CRAFT PAYROLL DEPARTMENT – P238 DATE:			
SUBJECT: AUTHORIZATION	On for 3 rd party paychech	C PICKUP	
		to pick-up my paycheck for the pay for	
	(PLEASE PRINT)		
week beginning		·	
I hereby release LANL, its affiliates and employees from any liability arising in conjunction with any effort to comply with this authorization.			
	•		
SIGNATURE Z#		DATE	
RECEIPT FOR PICK-UP			
PLEASE PRINT NAME:			
SIGNATURE Z#	DRIVERS LICENSE #	DATE	