

EMPLOYEE NO. (4-12)	EFFECTIVE DATE (13-18) M M D D Y Y
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**PAYROLL/PERSONNEL
PAYROLL MAINTENANCE WORKSHEET - II**
UPAY640B (R09/00) R1302

(1-2) C1	CAMPUS STREET ADDRESS LINE 1 (19-48)
	CAMPUS ADDRESS LINE 2 (49-78)

(1-2) C2	CAMPUS ADDRESS CITY (19-39)	CAMPUS ADDRESS STATE (40-41)	CAMPUS ADDRESS ZIP (42-46)
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(1-2) N1	EMPLOYEE FIRST NAME (19-48)	EMPLOYEE MIDDLE NAME (49-78)
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(1-2) N2	EMPLOYEE LAST NAME (19-48)	EMPLOYEE NAME SUFFIX(49-52)
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(1-2) P2	PERMANENT STREET ADDRESS (19-48)	CAMPUS (49-52)	ROOM NUMBER (53-58)	BUILDING (59-68)
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(1-2) P3	PERMANENT STREET ADDRESS (19-48)	CAMPUS PHONE 1 (49-58)	CAMPUS PHONE 2 (59-68)
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(1-2) P4	PERMANENT ADDRESS CITY (19-39)	STATE (40-41)	ZIP CODE (42-46)	FOREIGN (47)	FOREIGN PROVINCE (48-62)	FOREIGN POSTAL (63-72)	FOREIGN COUNTRY (73-74)
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(1-2) P5	HOME PHONE (19-28)	SPOUSE NAME (29-53)	EMPL. ORG. ADDR. RLSE. (57)	EMPL. ORG. PHONE RLSE. (58)	HOME ADDR. RLSE. (59)	HOME PHONE RLSE. (60)	SPOUSE NAME RLSE. (61)
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(1-2) P6	CHECK ADDRESS 1 (19-48)
	CHECK ADDRESS 2 (49-78)

(1-2) P7	CHECK ADDRESS CITY (19-39)	STATE (40-41)	ZIP CODE (42-46)
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(1-2) P8	STU. STAT (19)	DEG. (20)	YEAR AWARDED (21-22)	SEX (23)
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(1-2) P9	CHK DISP (19)	BANK NO. (20-21)	BANK BRANCH (22-24)	CHECKING ACCOUNT NO. (25-37)	CIT. (38)	VISA (39-40)	COUNTRY OF RESIDENCY (41-42)	VISA / WORK PERMIT END DATE (43-48)	PRIOR EMPL. (49)	SERVICE MOS. (50-52)
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(1-2) TT	TT INC CODE (19-20)	TT END DATE (21-24)	TT ART NO. (25-27)	TT INCOME LIMIT (28-34)	NON-UC. HLTH DATE (35-38)
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RETN: Accounting Office: 5 years after separation, except in cases of disability, retirement or disciplinary action, in which cases retain until age 70.