

# APPROVAL FORM

## PAY STUBS DELIVERED BY E-MAIL

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The Diocese has been in discussion with our payroll provider as regards the opportunity to have the pay stubs delivered by e-mail rather than Canada Post. This will not only save an enormous amount of paper and envelopes but also money for postage.

Please confirm your e-mail address below and return the form to the attention of **Laurie Neil by Canada Post, FAX (905-527-0963) or e-mail ([payroll@niagaraanglican.ca](mailto:payroll@niagaraanglican.ca))**.

**NOTE:** The T4 stub will continue to be sent through Canada Post.

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EMPLOYEE NAME (PLEASE PRINT)

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E-MAIL ADDRESS

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I agree to have my paystub issued to me by e-mail at the above e-mail address.

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EMPLOYEE SIGNATURE

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DATE

**Note:** The paystub document sent to your e-mail will not require a password to open. Therefore, we strongly recommend that the e-mail address you give to us be a secure e-mail address which only you can access.