

Paycheck Claim

1) Please type or print claimant's information:

First Name	Middle Initial	Last Name
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Street Address

City	State	Zip
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2) Provide Evidence of your Entitlement to these funds:

- a) **If an Estate is opened through the Probate Court system, please provide a copy of the court issued "Letters of Administration" along with this form. A check will be issued to the Estate named on the "Letters of Administration."**
- b) **If an Estate is not opened to distribute property for the deceased, you must complete an "Affidavit of No Administration" to be processed 45 days after the date of death.**

3) Provide the address of where the decedent's final Form W-2 should be sent:

Street Address

City	State	Zip
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4) Certify your claim by signing and dating this form:

Signature of Claimant	Date	Phone
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5) Return all documentation to:

Office of the University Controller
1024 E 3rd Street, Room 104
Bloomington, IN 47405