



# Human Resources Request Form

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

Address: \_\_\_\_\_

Phone/Fax: \_\_\_\_\_

Received By: \_\_\_\_\_ Date: \_\_\_\_\_

*Please allow 10 business days for process-*

*Make checks payable to: Cameron County*

**Please Complete:**

## Human Resources

Texas Dept. of Human Services

Excuse Letter

Unemployment Verification

Other: \_\_\_\_\_

Explain: \_\_\_\_\_

Name of Election: \_\_\_\_\_ Date of Election: \_\_\_\_\_

## Payroll

Payroll Verification / Hours

Stop Payment Request

Copy of Paycheck

Other: \_\_\_\_\_

Copy of W-2

Name of Election: \_\_\_\_\_ Date of Election: \_\_\_\_\_

## Release of Authorization

I \_\_\_\_\_ authorize the Department of Elections to release my personal information to the following entities / individuals

Name: \_\_\_\_\_ Entity / Name: \_\_\_\_\_

Address: \_\_\_\_\_ Contact #: \_\_\_\_\_

**Notes or Special Requests** \* *Please Specify* \_\_\_\_\_

Signature of Requester: \_\_\_\_\_ Date: \_\_\_\_\_

**FOR OFFICE USE ONLY**

Prepared By: \_\_\_\_\_

Date Picked Up: \_\_\_\_\_