

TEXAS A&M ENGINEERING

Engineering Payroll Cancellation Request Form

Revised 09/20

Date:

Adloc:

Employee Name:

UIN:

PIN:

Please transfer the following payroll expenditure(s) as indicated:

Incorrect expenditure(s) to be canceled: Pay Rate:

Monthly Biweekly

Pay Date Pay Period % / Hrs Part-Account Number Support Account Gross Pay

Correct expenditure(s) to be charged: Pay Rate:

PIN: (If different from above)

Pay Period % / Hrs Part-Account Number Support Account Gross Pay

Reason for Request:

Signature of Principal Investigator or Designee

Printed Name

Submit completed form to j-greig@tamu.edu