

# ***Need a copy of your W-2 Form?***

You can request a duplicate copy of your W-2 Form at <https://www.PaperlessEmployee.com/circlek> any time/any day!

You may obtain a W-2 reprint for tax years 2007 to 2010 through this secure web site and it will be available to you immediately.

To obtain a W-2 reprint for years prior to 2007:

**Circle K Employees** - please contact your Payroll Representative or call HR Solve at 1-888-477-6583.

**Circle K Great Lakes/Midwest Employees** – please contact your Payroll Specialist at 1-877-324-7938 option 2

## **PROCEDURE**

- Log onto the above website
- Set up a user ID and password
- Follow the prompts

## **DELIVERY OPTIONS**

- Immediate view/print
- Fax
- Postal Service

## **PAYMENT OPTIONS**

*(Prior Year W-2)*

- Credit/Debit Card
- On Line Check
- Money Order

**<https://www.PaperlessEmployee.com/circlek>**