



## Town of Canton

### **PAY STUB & W-2 ELECTRONIC DELIVERY OPTION**

In an effort to Go-Green, reduce our printing footprint, and provide information to our employee's in a timely manner individuals can choose to receive their Pay Stub & W-2 electronically. If you are interested in this option please sign and check the appropriate box below and return this form to your payroll clerk.

You can also log into our Employee Self Service Portal at <https://portal.town.canton.ma.us/MSS> and change your pay stub and W-2 delivery preference under the Personal Information section.

Yes, I want my Pay Stub and W2 sent to me electronically:

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

Employee #: \_\_\_\_\_

Email address: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_