SENDING FORMS TO PAYROLL DROPBOX:

- 1. Click on the Dropbox Link https://www.dropbox.com/request/BnuTbmk63d3PIkSAQVIS
- 2. Click on "Add Files" (or drag and drop file). You may add multiple files.

Devin Bostic sent you this request Payroll Forms	
Add files	
or drag stuff here	
¥	
Your files will be uploaded securely to Devin Bostic's Dropbox account. More about file requests and our <u>privacy policy</u> .	

- 3. The naming convention for the sender's name <u>***MUST***</u> be as follows.
 - Your name: [Last Name], [comma], [First Name], [Banner ID]
 EXAMPLE: Smith, Bob 800123456
 - Your email address: Input and then click the 'upload' button.

Devin Bostic sent you this request Payroll Forms		
PDF IT2104_1_fill_in.pdf	1	
⊕ Add more files		
Your name	Your email address	
Smith, Bob 800123456	test@yu.edu	
Upload Upload		
Your files will be uploaded securely to Devin Bostic's Dropbox account. More about file requests and our privacy policy.		

4. The files will now be uploaded, and the page will display a confirmation message. You'll also receive a confirmation email.

