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**FACSIMILE TRANSMITTAL SHEET**

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<b>TO:</b> Payroll Department	<b>FROM:</b>
<b>COMPANY:</b> School Employees Credit Union of Washington	<b>DATE:</b>
<b>FAX NUMBER:</b> Local: 206-628-5322 Toll-free: 1-877-330-0007	<b>TOTAL NO. OF PAGES INCLUDING COVER:</b>
<b>PHONE NUMBER:</b> Direct: 206-628-4025 Toll-free: 1-888-628-4010, ext.4025 or ext. 4045	<b>SENDER'S REFERENCE NUMBER:</b>
<b>RE:</b> Manual Payroll List	<b>PAY DATE:</b>

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URGENT – PAYROLL LIST       ENVELOPE REQUEST

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**NOTES/COMMENTS:**

Please use this cover sheet:

- To FAX your payroll list to us before pay day or
- To request additional postage-paid envelopes to mail us your warrant. (Please note: it is not necessary to mail another list with your warrant.)

If you have any questions, please call us.

Thank you.