



Address Change Employee Contact Info Change Form

Name: _____

800 #: _____

Address 1: _____

Is the above address: mailing physical both

Address 2: _____

Is the above address: mailing physical

Effective date of change: _____

Phone Number: _____

Personal E-mail (optional): _____

Signature Date

Please send completed form to:
Human Resources
Attention: Payroll
Bush Hall
Delhi, NY 13753

OR you can mail completed form to:
SUNY Delhi
454 Delhi Drive
C/o Human Resources Department

OR fax to:
607-746-4158
Attention: Payroll

HR Use Only:

- _____ SUNY HR
- _____ NYBEAS
- _____ NYSTEP
- _____ Payserv
- _____ Banner
- _____ E-mail employee/retiree applicable retirement & union address change forms