

Notification of Employee Working Overseas Temporarily

Please complete form and email to payforms@umn.edu

Employee Name: _____

Employee ID #: _____

Department Making Request: _____

Department Contact:

Name: _____

Phone number: _____

Email address: _____

Description of work being performed: _____

Where is the work is being performed: _____

Start Date of Assignment: _____

End Date of Assignment: _____

Does the foreign national have a U.S. bank or will they have funds wired to a foreign bank account: _____

If this employee does not have a U.S. bank account and will need their wages wired to them, please refer to the **Payroll Processing for Wire Transfer Payments Sent Internationally**.



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