

December 2009



# The Landrum News

## Congratulations to our Temps of the Month



Tracey  
Jones

&

Jan Eickman-  
Denton

&

Dean  
Monson



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## Want your W2 emailed to you?

Log in to [www.w2copy.com](http://www.w2copy.com). Select "E-W2 Signup". Company Code: IW2012. Sign up by 01/02/10.

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## Christmas Payroll Notice

The Landrum office will be closed on Thursday, December 24th and Friday, December 25th in observance of the Christmas Holiday. All payroll will be processed on Wednesday, December 23rd. Any paper timesheets received after 10:00am on Monday, December 21st will be processed the following week. No exceptions will be made!



## E-time Reminder

**WE NEED YOUR HELP!**

In order to receive your payroll check as scheduled, your E-time hours must be submitted by midnight on Saturday night.

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## Have you moved?



Please remember to verify the Name, SSN, and Address on your check so your 2009 W-2 is correct and mailed to your current residence. Address changes must be made in writing.

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*What separates winners from losers is the courage to persist long enough to win—from Walk the Talk*

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