



TOWN OF LANCASTER, MASSACHUSETTS

OFFICE OF TREASURER/COLLECTOR

MARY E FROST, TREASURER/COLLECTOR

MARCIA L. SANDS, ASSISTANT COLLECTOR/TREAS.
JENNIFER ABARE, FINANCE TECH/PAYROLL CLERK

Notice to all Employees

December 17th 2013

It's that time of year again!

W2's will be coming soon and to avoid any problems please verify the following information on your check stubs.

Name – update any name changes or spelling errors

Address – please make sure is current

Social Security Number - make sure is accurate

*As a general reminder please be sure to notify the Treasurer's office whenever there are updates or changes to any Insurance Beneficiaries.

Please contact me with any corrections.

Thank you,

Jennifer Abare

(978) 365-6115 ext 1307