

Severance Pay Designation Form

Please check the appropriate box below and return this form to your supervisor and forward a copy to Human Resources Talent Relations & Investigations [within/by]:

If this form is not returned by this date, we will assume you have elected to remain on payroll and will be paid accordingly.

I wish to receive my severance pay in a lump sum.

I wish to remain on payroll during the duration of the severance period.

PRINT NAME

BLAZER ID

SIGNATURE

DATE

Supervisors: Return a copy of this form to Talent Relations & Investigations.

HRrelations@uab.edu
Administration Building Room 215