

# RETROACTIVE PAY INQUIRY INTAKE FORM

DATE: \_\_\_\_\_

NAME: \_\_\_\_\_

CONTACT # / EMAIL: \_\_\_\_\_

JOB TITLE(S): \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**ISSUE(S):**

- DID NOT GET RETROACTIVE PAY
- AMOUNT WAS NOT WHAT THEY ANTICIPATED
- DID NOT RECEIVE RETROACTIVE PAY ON ONE OF THEIR LINE(S)
- OTHER: \_\_\_\_\_  
\_\_\_\_\_