

# City of Springfield

## Self-Service Enrollment Form

The City of Springfield now offers employees access to payroll, benefit and personal data through the City's intranet <http://springboard/> . To enroll in the paperless payroll and benefit system complete the form below.

Questions about computer access, contact Paula at 726-3643

Questions about payroll information, contact Jeanette at 726-2242

Questions about benefit and personal data, contact Laura at 726-4661

---

---

By signing below, I am agreeing to receive my paycheck information using an electronic format only. I agree that the City of Springfield is no longer required to give me a paper copy of my paycheck information.

---

Printed Name

---

Employee ID #

---

Signature

---

Date