

**NYS Office of the State Comptroller
Bureau of State Payroll Services**

PAYROLL CERTIFICATION FORM

DEPT ID (S)	PAYROLL DEPARTMENT	CHECK DATE

Agency Payroll Certification

TO THE STATE COMPTROLLER: This is to certify that the persons names in the previous payroll as adjusted by the current payroll and personnel data entered into PayServ are employed solely in and have actually performed the proper duties of the positions and employments indicated, and this payroll for the above check date is approved and is certified for payment.

SIGNATURE _____

TITLE _____ DATE _____

_____ Additional or Corrected transactions have been approved and entered into the PayServ System.

Please submit form to:
110 State Street - 8th Floor
Mail Drop 8-3
Albany, NY 12236
Fax# (518) 402-3688
Email: Payroll_Certification@osc.state.ny.us