



CITY OF STOCKTON

HUMAN RESOURCES DEPARTMENT

CHASE BUILDING * 400 E. MAIN ST., 3rd FLOOR * STOCKTON, CA 95202
OFFICE (209) 937-8233 * FAX (209) 937-8558 * www.stocktonca.gov

Employee Designation of Personal Property
and Final Payroll Check

In case of my death or incapacitation, I would like my final payroll check(s), and my personal property to be given to:

Primary Designee:

Name: _____

Relationship: _____

Address: _____

Telephone
Numbers: _____

Contingent Designee:

Name: _____

Relationship: _____

Address: _____

Telephone
Numbers: _____

Employee Name: _____
(Please print)

Department: _____

Employee Signature: _____

Date: _____

Please note that each employee is responsible to inform Human Resources of any changes in their marital status or other life-changing situations that would cause a modification in the information provided above.