

# How To Print A Consent Form In Payroll



## Printing consent form in Payroll

### **Incident:**

Where to print consent form in Payroll

### **Solution:**

To print a consent form in payroll:

1. Click Setup
2. Click Self Service
3. Click Consent Form

This Form can be printed and given to employees, to provide consent to the employer to upload personal information to secure online environments hosted by Sage Pastel Partner Payroll.