{stdlongdate} Organization ID: {stdOrgCodeId}

{stdOCName}

{stdOrgName}

{stdOCAdrCorStreet1}

{x stdOCAdrCorStreet2}

{stdOCAdrCorCity} {stdOCAdrCorState} {stdOCAdrCorZip}

**RE: NO DEPOSIT LIST** **{stdOrgCodeId}**

Dear {stdOCSalutation}:

Our records indicate that we have not received retirement contributions for the date(s) indicated, nor have we received notification of a leave of absence, notice of termination or retirement for the employee(s) listed below.

| **NAME** | **ID** | **SEASONAL TYPE** | **MONTHS WITHOUT CONTRIBUTIONS** |
| --- | --- | --- | --- |
| {tb tblNoContribution} |  |  |  |

If contributions should have been made, please complete a “Notice of Irregular Salary or No Deposit SFN 53707”. Upon receipt of this report we will then send a statement of the amount due.

If the employee has had a change in employment status such as a Leave of Absence, working less then 12 months a year, changed to temporary employment, or has terminated employment, please complete and return a “Notice of Status or Employment Change SFN 53611”

If you have any questions, please call NDPERS at {stdNDPERSPhoneNumber} or {stdNDPERSTollFreePhoneNumber}.

Sincerely,

NDPERS Accounting Division