{stdlongdate} Member ID: {stdMbrPERSLinkID}

{qu FullName}

{qu AdrCorStreet1}

{x qu AdrCorStreet2}

{qu AdrCorCity} {qu AdrCorState} {qu AdrCorZip}

**RE:** **{stdMbrFullName}**

Dear {qu FullName}:

This is notification that NDPERS office has received a request for information regarding the above-reference individual. In accordance to N.D.C.C. 54-52-26, NDPERS is prohibited from releasing information relating to benefits on a member's account unless we receive a written request signed by the member or by a legally appointed representative.

In order to release information regarding this account, this office requires a copy of {stdMbrSalutation}’s Durable Power of Attorney (DPOA). Upon receipt of this documentation, the appointed representative will have the authority to represent and conduct business on behalf of the member.

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

Sincerely,

NDPERS Benefits Division