{stdlongdate} Member ID: {stdMbrPERSLinkID}

{stdMbrFullName}

{stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}

**RE: TRANSFER OF UNUSED SICK LEAVE VERIFICATION**

Dear {stdMbrSalutation}:

This is notification that NDPERS received a Transfer of Unused Sick Leave Verification SFN 53404 on {qu DateTransferOfSickLeaveVerificationReceived}. According to NDAC 71-02-03-06, the certification must be on file at NDPERS within 60 days from the date you leave employment with your old employer.

We received notification that you left employment with {qu MemberPreviousEmployerName} on {qu DateOfTerminationNotification}. Since NDPERS did not receive the form until after 60 days from the date you left your old employer, we will not be able to record the number of hours of unused sick leave that were not accepted by your new employer. I have included a copy of the form for your reference.

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

Sincerely,

NDPERS Benefits Division

Enclosure – Transfer of Unused Sick Leave verification SFN 53404