{stdlongdate} Member ID: {stdMbrPERSLinkID}

{stdMbrFullName} Purchase ID: {PurchaseID}

{stdMbrAdrCorStreet1}

{x stdMbrAdrCorStreet2}

{stdMbrAdrCorCity} {stdMbrAdrCorState} {stdMbrAdrCorZip}

{x if PayoffAmount = 0}

**RE: FINAL PAYMENT TOWARDS PURCHASE OF SERVICE CREDIT**

Dear {stdMbrSalutation}:

This letter is to confirm receipt of your final payment towards the purchase of {TotalTimetoPurchase} months of {ServiceCreditType}. Your account has been updated with the above amount giving you a current balance of {TotalMemberPSC} months of credited service for retirement purposes.

{endif}

{x if CheckFinalPaymentDue = 1}

**RE: FINAL PAYMENT DUE TOWARDS PURCHASE OF SERVICE CREDIT**

Dear {stdMbrSalutation}:

I am writing this letter in regard to your final payment that will be due next month on your purchase contract for {TotalTimetoPurchase } months of service credit. To conclude your agreement, a payment of ${PayoffAmount} is needed by {LastPaymentDueDate}.

{endif}

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

Sincerely,

NDPERS Accounting Division