Sample Banner Page

WASHINGTON STATE DEPARTMENT OF RETIREMENT SYSTEMS

PO Box 48380 Olympia Washington 98504-8380

System **Deferred Compensation Program**

Employer Information

Reporting Group) Number: **899Z99**
Employer Organization Number: 9999

Make address
Changes here
and return to DRS

PAYROLL CONFIDENTIAL
SOMEWHERE CITY OF
123 MAIN ST
SOMEWHERE WA 98000-9090

DRS Address

* Mail deferral transmittal, payment, and payment advice to:

Department of Retirement Systems
PO Box 9018
Olympia WA 98507-9018

Employers should review the Deferral Amount Change Report and input deferral changes each pay period. Employee name and address changes and termination dates must be reported on the Transmittal Report. Call DCP whenever you have a question on how to report participant information..

Please submit payment with the Payment Advice and Transmittal Report on or within two days of pay day to support timely investment of employee deferrals.

Questions?

* For more information about transmittal reporting, see your DRS EMPLOYER HANDBOOK.

* For transmittal reporting questions, call:

DCP Accounting Services: (360) 664-7111
or our 800 Number: 1 (800) 423-1524