



Employer: C000 JIM SMITH
 BUCKEYE CITY SCHOOLS
 1234 MARKET ST
 ANYTOWN OH 43210

02/01/08

Please submit a *New Hire Notification*, *Reemployed Retiree Notification* and/or SSA form to STRS Ohio for each employee listed below as soon as possible. Each of these employees has appeared on at least one payroll report from your school. Employers must send this information for all employees who are employed in an STRS Ohio-covered position within 10 days of their first date on payroll.

You can submit the new hire and reemployed retiree notifications via the secured area of the STRS Ohio Employer Web Site (www.strsoh.org/employer). New hire notification can also be sent by submitting a properly formatted electronic file. All three forms can be faxed to (614) 227-7893 or mailed to STRS Ohio, Attn: Employer Reporting, 275 E. Broad Street, Columbus, OH 43215. If you have any questions about how to submit this information or about why it is needed, please call your employer advisor toll-free at 1-888-535-4050.

SSN	NAME	FIRST PAY DATE	FORM REQUESTED
123456789	TAMMY TUCKER	08/04/2007	NEW HIRE AND SSA FORM
987654321	GEORGE BURNS	09/01/2007	NEW HIRE
234567891	KELLY PHISHER	02/16/2008	SSA FORM
876543219	GILBERT SULLIVAN	12/22/2007	NEW HIRE
345678912	OLIVER O'NEAL	01/05/2008	RR NOTIF AND SSA FORM
765432198	MARTHA BURGANDY	01/19/2008	SSA FORM