



**STATE TEACHERS
RETIREMENT SYSTEM
OF OHIO**

- Retirement Systems may include:
- School Employees Retirement System
 - State Teachers Retirement System
 - Ohio Public Employees Retirement System
 - Ohio Police & Fire Pension Fund
 - Ohio State Highway Patrol Retirement System
 - Cincinnati Municipal Retirement System

NEW HIRE NOTIFICATION

For use by all employers except colleges and universities.

*Do not complete this form if the employee is a retiree of an Ohio public retirement system.
You must submit a reemployed retiree notification.*

See above
for listing.

You must notify STRS Ohio of a new hire within **10 business days of his or her first date on payroll**. This information must be submitted via the employer website (www.strsoh.org/employer) using Employer Self Service (ESS) or the secure file upload application. **This form is provided for your internal use. Please do not submit paper copies to STRS Ohio.**

Note: You must submit a completed SSA-1945 form signed by the employee to STRS Ohio by mail or fax it to (614) 227-7893.

Section 1 — Employee Information

Name _____ Male Female

Social Security no. _____ Birth date _____

Address _____

City, state, ZIP code _____

First date on payroll _____ (To be completed by employer)

Section 2 — Employer Information

Name Erica Malone _____

Title Assistant Treasurer _____

School Washington Court House City School District _____

Employer number C249 _____ Signature _____ (To be completed by employer)

Date _____ (To be completed by employer)

