



NEW YORK STATE TEACHERS' RETIREMENT SYSTEM
10 Corporate Woods Drive, Albany, NY 12211-2395

EMPLOYER EMAIL ADDRESS/PAYROLL VENDOR INFORMATION

District #

Use this form to notify the System of an **Email address** change for the Chief Administrator, Authorized Designee, Designated Contact, Principal, Business Official, Loan Contact, Payroll Vendor or Electronic Reporting Contact in your district or to add a District Contact to receive Administrative Bulletins issued by the System (use checkbox).

Note: Continue to use the District Contact Change form (QTR-81) to report a Chief Administrator, Authorized Designee, Designated Contact or Electronic Reporting Contact change of personnel.

Name	Title
District Name	
Current Email Address	<input type="checkbox"/> District Contact

Name	Title
District Name	
Current Email Address	<input type="checkbox"/> District Contact

Completed By	Date
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If your district uses a third party or payroll vendor for reporting purposes, please provide the vendor name and contact information below:

Vendor Name
Contact Information

If you encounter a problem submitting this form electronically, please call (800) 348-7298, Ext. 6220 or return the form by any of the following:

- Fax: (518) 447-2979
- Email: employer@nystrs.org
- Mail to: NYS Teachers' Retirement System, Employer Reporting Unit,
10 Corporate Woods Drive, Albany, NY 12211-2395