



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.*

You must notify STRS Ohio of all new hires within **10 business days of their first date on payroll**. Please login to the secure Employer Account Information area of www.strsoh.org/employer to submit the information online (preferred), or fax this completed form to STRS Ohio at (614) 227-7893.

Note: You must also send STRS Ohio a properly completed Form SSA-1945 signed by the employee. Please print a copy of this form from the Online Forms section of our Web site and fax it to (614) 227-7893.

Section 1 — Employee Information

Name _____ Male Female

Social Security number ____ - ____ - _____ Date of birth ____ / ____ / _____

Address _____

City, state, ZIP code _____

First date on payroll ____ / ____ / _____

Section 2 — Employer Information

Name _____

Title _____

School _____

Employer number ____ - ____ - ____ Signature _____

Date _____