

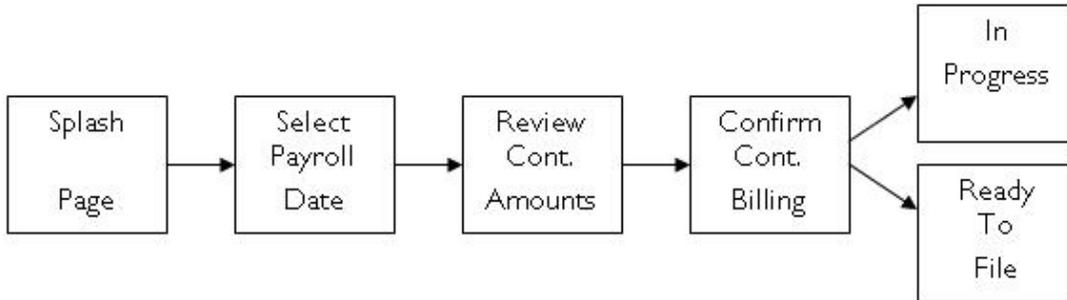
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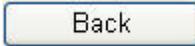
## Pay/Reconcile Contribution Billing

The Pay/Reconcile Employee Contribution Billing process requires several steps to complete. These steps are outlined in the diagram below.



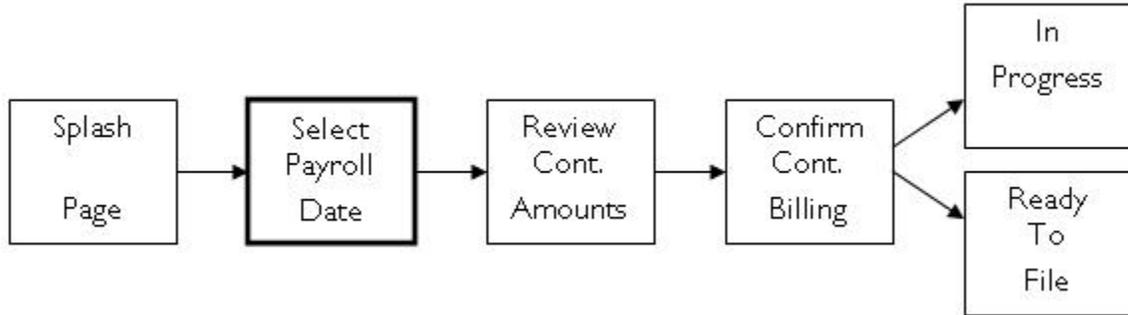
The *Pay/Reconcile Employee Contribution Billing* information page is the first step in completing the reconciliation process. This page displays important information and updates regarding paying and reconciling employee contribution billing



Action	Result
	Returns to the <i>Ohio Deferred Compensation</i> progress page.
	Moves to the <i>Ohio Deferred Compensation Select Employee Contribution</i> page.

## Select Employee Contribution Billing

The Ohio *Deferred Compensation Select Employee Contribution Billing* page lists the payroll dates and frequency associated with the company name at the top of the page. In addition, the current status for each payroll date is also displayed.



You may reconcile a contribution billing report with a status of “In Progress,” “Ready to File,” or “New.”

### Ohio Deferred Compensation Select Employee Contribution Billing

---

Company Name: Central Collection Agency  
FEIN: 34-999999

---

Payroll Date	Payroll Frequency <span style="font-size: small;">?</span>		Current Status
06/27/2007	BI-WEEKLY	<a href="#">Pay/Reconcile</a>	New
07/11/2007	BI-WEEKLY	<a href="#">Pay/Reconcile</a>	New
06/30/2007	SEMI-MONTHLY	<a href="#">Pay/Reconcile</a>	New

If you need assistance with this page, please view our [Help](#)

### Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
FEIN/SSN	Federal Employer Identification Number or Social Security Number.
Payroll Date	Payroll ending date.
Payroll Frequency	The frequency with which payroll is paid.

Field Name	Description
<a href="#">Pay/Reconcile</a>	When clicked, this link opens the <i>Ohio Deferred Compensation Employee Contribution</i> page.
Current Status	The current status of the contribution billing report (Filed, In Progress, Ready to File, New).
	Returns to the <i>Pay/Reconcile Employee Contribution Billing</i> information page.

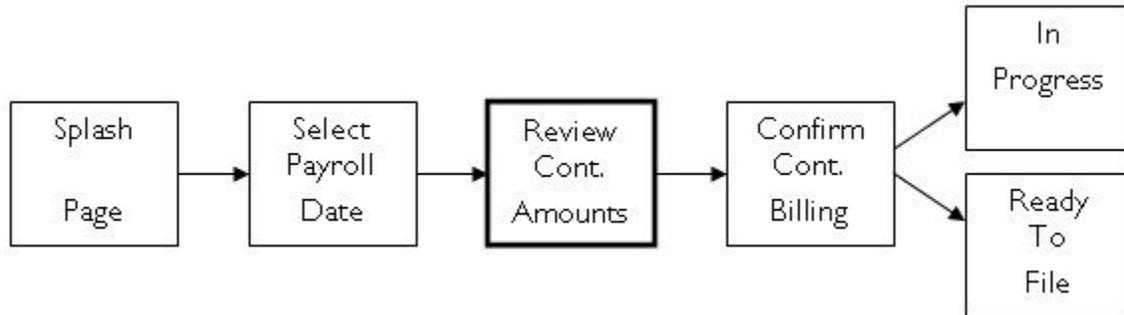
### Instructions

- Click the [Pay/Reconcile](#) link associated with the contribution billing report you want to pay and/or reconcile. The system displays the *Ohio Deferred Compensation Employee Contribution* page.

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## Employee Contribution Billing - Review

The *Ohio Deferred Compensation Employee Contribution Billing* page provides you the opportunity to add and edit employee contribution information and reconcile your contribution bill with Ohio Deferred Compensation.



During this step in the process you may:

- Edit existing employee contribution amounts
- Add existing employee's and their contribution amounts to the payroll selection
- Upload multiple contribution changes or employee's to the payroll selection

## Ohio Deferred Compensation Employee Contribution Billing

Company Name: Central Collection Agency

FEIN: 34-9999999

Payroll Date: 06/30/2007

Payroll Frequency: SEMI-MONTHLY

Today's Date: 07/10/2007

Amount Due: \$7,056.92

Bill Number: 1177784

Display Participants alphabetically by name or SSN by clicking the heading link.

<a href="#">SSN</a>	<a href="#">Participant Name</a>	<a href="#">Contribution Amount</a> ?	<a href="#">Comments</a>
123-22-1234	GROVES, EMANUELLA	\$50.00	<input type="button" value="Edit"/>
123-22-2345	CONWELL, KEVIN	\$125.00	<input type="button" value="Edit"/>
123-22-3456	KEOUGH, KATHLEEN ANN	\$250.00	<input type="button" value="Edit"/>
123-22-4567	LASTER, ANITA	\$50.00	<input type="button" value="Edit"/>
123-22-5678	MYERS, JOHN C.	\$100.00	<input type="button" value="Edit"/>
123-22-6789	PATTON JR., CHARLES	\$854.16	<input type="button" value="Edit"/>
123-22-7890	CLEVELAND, PHYLLIS E.	\$100.00	<input type="button" value="Edit"/>
123-22-0987	POLENSEK, MICHAEL D.	\$854.16	<input type="button" value="Edit"/>
123-22-8764	ZONE, MATTHEW C.	\$200.00	<input type="button" value="Edit"/>
123-22-7654	BRITT, PATRICIA J.	\$75.00	<input type="button" value="Edit"/>

1 2 3

Click the page link to view additional information.

SSN:  Name:   ?  ?

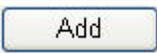
To add a participant, click "Add".  ?

To use file upload to add participants, click "Upload".  ?

?

If you need assistance with this page, please view our [Help](#)

## Field Descriptions

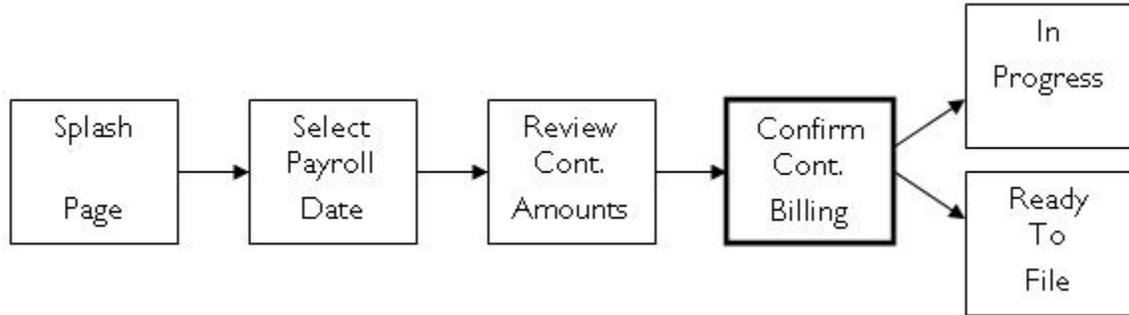
Field Name	Description
Company Name	The name of the company to which this information applies.
FEIN/SSN	Federal Employer Identification Number or Social Security Number.
Payroll Date	Payroll ending date.
Payroll Frequency	The frequency with which payroll is paid.
Today's Date	The current date.
Amount Due	The contribution amount due for the displayed payroll date.
SSN	Social Security Number associated with the participant's name.
Participant Name	Employee name.
Contribution Amount	The compensation contribution amount associated with the participant.
Comments	Comments entered by Ohio Deferred Compensation for the associated participant.
	Opens the <i>Ohio Deferred Compensation Edit Participant Contribution</i> page.
SSN (search)	Enter the Social Security Number of a participant for which you would like to search.
Name	An entry field to search by name.
	When clicked, the search button initiates a search based on the search criteria entered (SSN, name).
	When clicked, the clear button removes any search criteria from the search fields.
	Opens the <i>Ohio Deferred Compensation Add Participant by SSN</i> page.
	Uploads multiple employee's and/or contribution amounts into the system.
	Returns to the <i>Pay/Reconcile Employee Contribution Billing</i> information page.
	Moves to the next step in the contribution billing process.

Follow the instructions on the following pages to add or edit participant contribution information.

---

## Confirm Employee Contribution Billing

The *Ohio Deferred Compensation Confirm Employee Contribution Billing* page provides a last opportunity to review the billing information before reconciling with Ohio Deferred Compensation.



## Ohio Deferred Compensation Confirm Employee Contribution Billing

**Company Name:** Test, OBG  
**SSN:** 333-22-4444

To mark this bill as "Ready to File", click the "Accept Data" button.  
Click the pay online check box to pay this bill online.

<b>Report</b>	<b>Amount Due</b>
05/31/2007 - WEEKLY	\$9,044.02

<u>SSN</u>	<u>Participant Name</u>	<u>Contribution Amount</u>
111-11-1111	ADDISON, LONZY A.	\$50.00
111-11-1111	ALLEN, JAVAN	\$175.00
111-11-1111	ALSTON, JESSE L.	\$25.00
111-11-1111	ANKENEY, KENT D.	\$20.00
111-11-1111	ARTKAMP, MICHAEL E.	\$15.00
111-11-1111	ASHBURN, KEITH D.	\$125.00
111-11-1111	ATKINSON, BRIAN	\$80.00
111-11-1111	BARBOUR, JERROLD R.	\$45.00
111-11-1111	BARNETT, CHARLES	\$350.00
111-11-1111	BARTLEY, ANDREW G.	\$20.00

Click the page link to view additional information.

1 [2](#) [3](#) [4](#) [5](#) ... [last](#)

**Are you planning to pay this bill online?**

Yes  No

If you need assistance with this page, please view our [Help](#)

### Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
SSN	Social Security Number associated with the company.
Report	The date and frequency of the report.
Amount Due	The contribution amount due for this report.
SSN	The Social Security Number associated with the participant.
Contribution Amount	The contribution amount associated with the participant.

Field Name	Description
Are you planning to pay online?	You should indicate if you are planning to pay this bill online or not, using the Yes/No radio options. This is a required field and you must provide an answer to it before proceeding further. If you choose Yes, you would be provided the option to make the online payment when you choose to File the report from the Progress page using the File or Exit option.
	Returns to the <i>Employee Contribution Billing</i> page.
	Saves the information placing the report in the “Ready To File” section of the <i>Ohio Deferred Compensation</i> progress page.

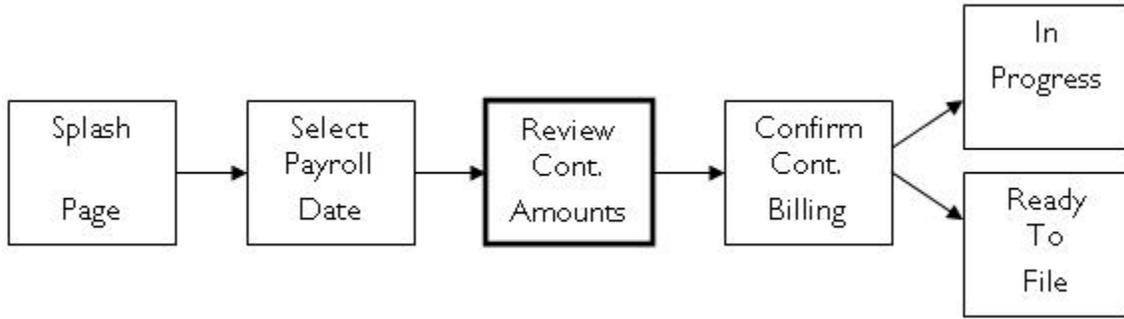
### Instructions

- Review the information displayed.
- Check the “Do you want to pay online?” checkbox.  

If you do not check the “Do you want to pay online?” checkbox, no payments would be made using the OBG system. Only the report will be sent to Ohio Deferred Compensation, when you choose to file it using the File & Exit option in the Progress page.
- Click . The system saves the information, marking the report as “Ready To File” on the *Ohio Deferred Compensation* progress page.

## Edit Participant Contribution

Use the *Ohio Deferred Compensation Edit Participant Contribution* page to change the contribution amount of a participant. Access this page by clicking  next to the participant name on the *Employee Contribution Billing* page.



### Ohio Deferred Compensation Edit Participant Contribution

---

Company Name: Test, OBG  
SSN: 333-22-4444

---

Payroll Date: 05/31/2007  
Payroll Frequency: WEEKLY

---

Participant Name: ADDISON, LONZY A.  
 SSN: 111-11-1111  
 Old Amount: \$50.00  
 \* New Amount: \$  ?  
 \* Change Reason:  ?  
                           Termination  
                           Other

If you need assistance with this page, please view our [Help](#)

### Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
SSN	Social Security Number associated with the company.
Payroll Date	Date on which payroll is paid.
Payroll Frequency	The frequency and day of the week on which payroll is paid

Field Name	Description
	(weekly, bi-monthly, monthly).
Participant Name	The name associated with the participant contribution.
SSN	Social Security Number of the participant.
Old Amount	Old contribution amount.
New Amount	The new contribution amount (format xxxx.xx, for example 124.00).
Change Reason	A drop down box from which to select the reason for the contribution change.
Termination Date	This field displays only if the reason for the contribution change was "termination."
<input type="button" value="Back"/>	Returns to the <i>Ohio Deferred Compensation Pay/Reconcile Employer Contribution Billing</i> page.
<input type="button" value="Next"/>	Moves to the <i>Ohio Deferred Compensation Confirm Contribution Change</i> page.

### Instructions

- Enter the new contribution amount for the displayed participant.
- Select the "Change Reason" from the drop down list.  
If "Termination" is selected as the change reason the "Termination Date" field is displayed. Enter the termination date for the participant (format mm/dd/yyyy, for example 04/01/2007).
- When all the information is entered click . The system moves to the *Ohio Deferred Compensation Confirm Contribution Change* page.

### Confirm Edit Participant Contribution

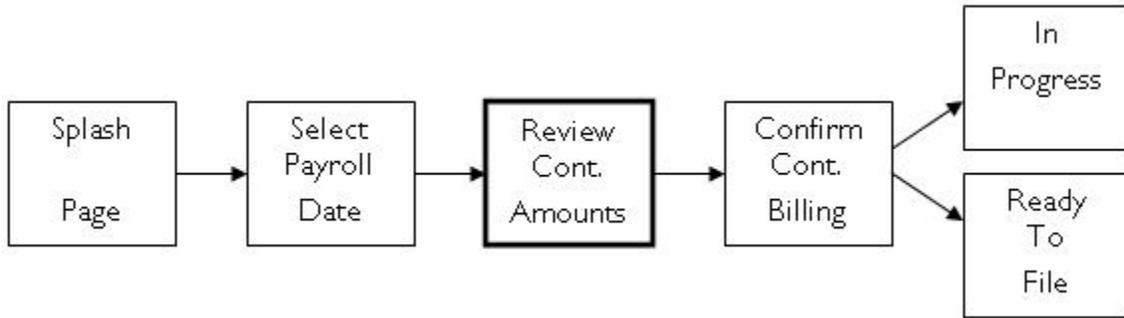
The *Ohio Deferred compensation Confirm Edit Participant Contribution* page displays a summary of the changes made to the participants contribution amount.



Action	Result
<input type="button" value="Back"/>	Returns to the <i>Ohio Deferred Compensation Edit Participant Contribution</i> page.
<input type="button" value="Accept Data"/>	Returns to the <i>Ohio Deferred Compensation Employee Contribution Billing</i> page.

## Add Participant – Reconciliation

**Note: This feature is to add existing employees not listed on a reconciliation. To add an employee not known to the system you must call Ohio Deferred Compensation.**



Use the *Ohio Deferred Compensation Reconciliation – Add Participant* page to add a participant to a billing reconciliation. Initially, the system asks for the Social Security Number of the participant you wish to add. If a match is not found, the system will then provide the opportunity to search by name.

### Search by SSN

### Ohio Deferred Compensation Add Participant By SSN

---

Company Name: Test, OBG  
SSN: 333-22-4444

---

Participant SSN Search:

---

If you need assistance with this page, please view our [Help](#)

### Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
SSN	Social Security Number associated with the Company.
Participant SSN	Enter the Social Security Number of the participant to add.

Field Name	Description
Search	
<input type="button" value="Search"/>	Initiates a search based on the entered SSN.
<input type="button" value="Back"/>	Returns to the <i>View Employer Contribution Report</i> page.

**Instructions**

- Enter the Social Security Number on which you want to search and click .

The system displays any results matching the search criteria. If no results are found, the system provides a field on which to search by name.

**Search by Name**

If the system did not find the participant by SSN, it provides the option to search by participant name.



**Field Descriptions**

Field Name	Description
Company Name	The name of the company to which this information applies.
SSN	Social Security Number associated with the Company.
Name Search	This field only displays if no result was found in the Social Security Number search. Enter a name on which to search.
<input type="button" value="Search"/>	Initiates a search based on the entered SSN.

Field Name	Description
<input type="button" value="Back"/>	Returns to the <i>View Employer Contribution Report</i> page.

- Enter the employee name (first and/or last).
- Click . The system displays the results of the name search.

### Add Participant by Name Search Results

When searching by name, the system displays all results matching the search criteria. The example below shows the search results for the name “Smith.”

## Ohio Deferred Compensation Add Participant By Name

---

Company Name: Test, OBG  
SSN: 333-22-4444

---

There were no results found for the SSN you entered.

Try searching by participant name:

Employee Name <input style="font-size: 0.8em; vertical-align: middle; margin-left: 5px;" type="button" value="?"/>	SSN	Birthdate	
SMITH, GARY E.	111-11-1111	10/23/1954	<a href="#">Add this participant</a>
SMITH, JAY C.	111-11-1111	11/23/1963	<a href="#">Add this participant</a>
SMITH, DOUG	111-11-1111	10/08/1978	<a href="#">Add this participant</a>
GOLDSMITH, LORETTA	111-11-1111	03/22/1968	<a href="#">Add this participant</a>

---

If you need assistance with this page, please view our [Help](#)

### Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
SSN	Social Security Number associated with the Company.
Name Search	This field only displays if no result was found in the Social Security Number search. Enter a name on which to search.
<input type="button" value="Search"/>	Initiates a search based on the entered SSN.
Employee Name	All employee names matching the search criteria.

Field Name	Description
SSN	Social Security Number associated with the employee name.
Birthdate	The date of birth associated with the employee name.
<a href="#">Add this participant</a>	When clicked, this link adds the participant name to the <i>Employee Contribution Billing</i> page.
<input type="button" value="Back"/>	Returns to the <i>View Employer Contribution Report</i> page.

### Instructions

- Click the [Add this participant](#) link associated with the employee name you want to add to the *Employee Contribution Billing* page. The system displays the *Confirm Add Participant* page.

### Confirm Add Participant

The *Ohio Deferred Compensation Confirm Add Participant* page provides one last opportunity to review the information you added to the billing reconciliation information.

## Ohio Deferred Compensation Confirm Add Participant

---

Company Name: Test, OBG  
SSN: 333-22-4444

---

Click "Back" if you do not wish to add the participant. Click "Accept Data" to submit changes.

Participant Name	SSN	Contribution Amount	Change Reason
ZWICK, ROBERT J.	222-22-2222	\$100.00	Other

We noticed that the SSN you originally searched with does not match the SSN of the person you are adding.  
If you would like to report this SSN discrepancy, please do so below:

Report SSN Discrepancy

---

If you need assistance with this page, please view our [Help](#)

### Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
SSN	Social Security Number associated with the company.

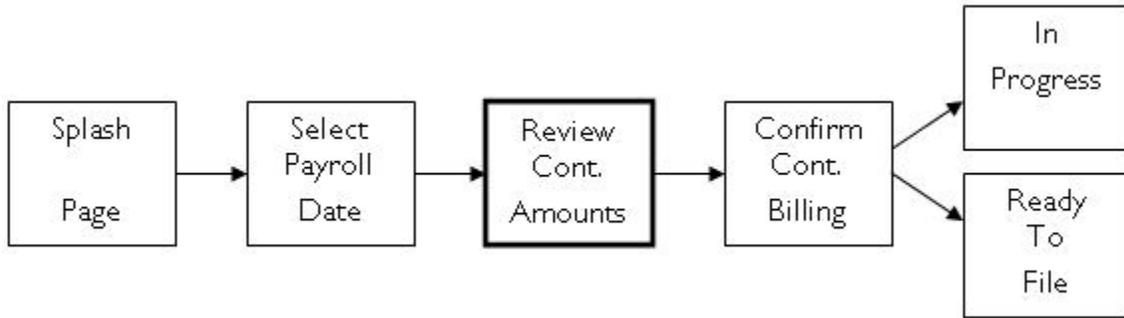
Field Name	Description
Participant Name	The name of the participant you are adding.
SSN	The Social Security Number for the participant you are adding.
Contribution Amount	The contribution amount for the participant you are adding.
Change Reason	The reason for the change in participant information.
Report SSN Discrepancy	When checked, this box indicates that the participant name and SSN displayed do not match Ohio Deferred Compensation records.
<input type="button" value="Back"/>	Returns to the <i>Ohio Deferred Compensation Reconciliation – Add participant</i> page.
<input type="button" value="Accept Data"/>	Adds the participant to the <i>Ohio Deferred Compensation Employee Contribution Report</i> page.

## Instructions

- Verify that the information displayed on the page is correct.  
If the participant name and SSN do not match company records, check the “Report SSN Discrepancy” checkbox to alert Deferred Compensation of the mismatch. The system sends Ohio Deferred Compensation the original SSN search number for their records.
- If the information is inaccurate, click  to return to the *Ohio Deferred Compensation Reconciliation – Add participant* page to make the necessary changes.
- If the information is correct click . The system saves the new information and displays the *Ohio Deferred Compensation Employee Contribution Billing* page.

## File Upload

**Note:** This feature is to submit the reconciliations that are too large to be done manually through hundreds of pages of paper or thru web pages on the OBG system.

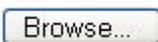


Use the *Ohio Deferred Compensation File Upload* page to add multiple participants and/or reconcile contribution billing amounts.



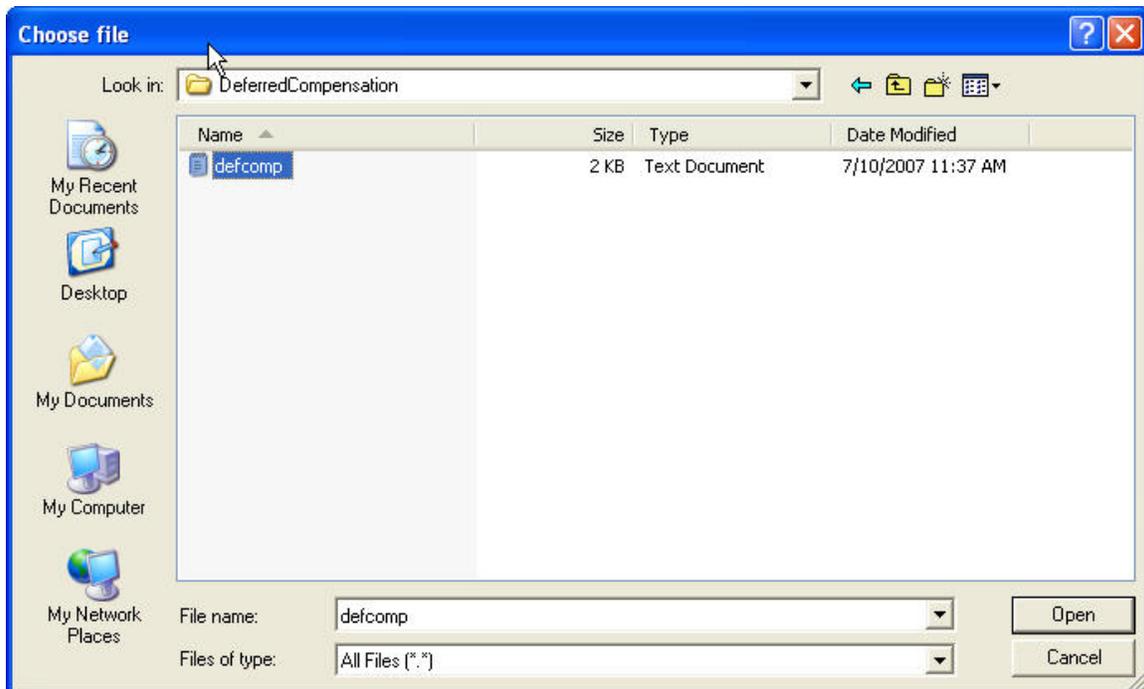
### Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
FEIN/SSN	Federal Employer Identification Number or Social Security Number associated with the company.

Field Name	Description
	Opens a “Choose File” dialog window from which to select the file to upload.
	Uploads the file displayed in the “browse” window into the system.
	Returns to the <i>Ohio Deferred Compensation Employee Contribution Billing</i> page.

## Instructions

- Click  on the *Ohio Deferred Compensation Employee Contribution Billing* page. The system displays the *Ohio Deferred Compensation File Upload* page.
- On the *Ohio Deferred Compensation File Upload* page, click . The system displays a “Choose File” dialog window.



- In the “Choose File” dialog window, locate the “defcomp.txt” file to upload. The system displays the file path name in the field to the left of the “Browse” button (shown below).



- With the file name displayed, click . The system uploads the file information, and displays the *Ohio Deferred Compensation Employee Contribution Billing* page.

## Ohio Deferred Compensation Employee Contribution Billing

Company Name: Central Collection Agency

FEIN: 34-999999

Payroll Date: 06/30/2007

Payroll Frequency: SEMI-MONTHLY

Today's Date: 07/10/2007

Amount Due: \$7,056.92

Bill Number: 1177784

<a href="#">SSN</a>	<a href="#">Participant Name</a>	<a href="#">Contribution Amount</a> ?	<a href="#">Comments</a>
<a href="#">123-22-1234</a>	Groves, Emanuella D	\$50.00	<input type="button" value="Edit"/>
<a href="#">123-22-2345</a>	Conwell, Kevin	\$125.00	<input type="button" value="Edit"/>
<a href="#">123-22-3456</a>	Keough, Kathleen A	\$250.00	<input type="button" value="Edit"/>
<a href="#">123-22-4567</a>	Laster, Anita	\$50.00	<input type="button" value="Edit"/>
<a href="#">123-22-5678</a>	Myers, John C	\$100.00	<input type="button" value="Edit"/>
<a href="#">123-22-6789</a>	Patton, Charles L	\$854.16	<input type="button" value="Edit"/>
<a href="#">123-22-7890</a>	Cleveland, Phyllis E	\$100.00	<input type="button" value="Edit"/>
<a href="#">123-22-0987</a>	Polensek, Michael D	\$854.16	<input type="button" value="Edit"/>
<a href="#">123-22-9876</a>	Zone, Matthew C	\$200.00	<input type="button" value="Edit"/>
<a href="#">123-22-8764</a>	Britt, Patricia	\$75.00	<input type="button" value="Edit"/>

1 2 3

SSN:  Name:   ?  ?

To add a participant, click "Add".

?

To use file upload to add participants, click "Upload".

?

[Reconciliation is Complete](#) ?

?

If you need assistance with this page, please view our [Help](#)

- Review the list of participants and their contribution amounts.
- Once you have verified that the list of participants and their contribution amounts are correct, check the "Reconciliation Is Complete" check box,

and click . The system displays the *Ohio Deferred Compensation Confirm Employee Contribution Billing* page (see [Confirm Employee Contribution Billing](#) on page 8).

## Upload File Rules

- The upload file must be named “defcomp.txt”.
- Each line within the file must be between 80 and 132 characters in length.
- The system checks to be sure all date fields are valid, and all number fields are definite numeric entries. If the file fails to meet these criteria, the system displays a list outlining which lines and fields are incorrect.

**Ohio Deferred Compensation  
File Upload**

---

Company Name: Central Collection Agency  
FEIN: 34-9999999

---

• **There were problems with the formatting of your file.  
Please correct the following issues and upload the file again:**

- **SSN4 must be a valid number on line 1**
- **Termination code must be TT on line 4**

Please choose a file to upload:

---

If you need assistance with this page, please view our [Help](#)

- The first 20 errors are displayed to the user.
- You may correct the errors and re-upload the file.
- If the billing date within the file is different than the billing date selected on the *Ohio Deferred Compensation Select Employee Contribution Billing* page, the system displays an error message.
- For any questions with the field level requirements of the upload file, please contact Ohio Deferred Compensation at (614)466-7245.

## Update Employer Contact Information

The *Ohio Deferred Compensation Update Employer Contact Information* splash page displays important information regarding updating you employer contact information.



Action	Result
<input type="button" value="Back"/>	The system returns to the <i>Ohio Deferred Compensation Progress Page</i> .
<input type="button" value="Next"/>	The system opens the first page of the <i>Ohio Deferred Compensation Update Employer Contact Information</i> page.

## Update Employer Contact Information

Use the Ohio Deferred Compensation Update Employer Contact Information page to edit or add contact information.

### Ohio Deferred Compensation Update Employer Contact Information

---

**Company Name:** Test, OBG  
**SSN:** 333-22-4444

---

* Denotes a required field		
* Financial Contact Name:	<input type="text" value="John Q. Public"/>	
* Address 1:	<input type="text" value="FINANCIAL ADMINISTRAT"/>	
Address 2:	<input type="text" value="100 Main St"/>	
* City:	<input type="text" value="DAYTON"/>	
* State:	<input type="text" value="OH"/>	
* Zip (+4 optional):	<input type="text" value="45401"/> - <input type="text" value="0000"/>	
* Phone Number:	<input type="text" value="937-555-1234"/>	
Phone Extension:	<input type="text" value="0000"/>	
Fax Number:	<input type="text" value="937-555-4321"/>	
Email Address:	<input type="text" value="jpublic@greaterdayton.org"/>	
* Payroll Contact Name:	<input type="text" value="Marsha Q. Public"/>	
* Payroll Address 1:	<input type="text" value="PAYROLL"/>	
Payroll Address 2:	<input type="text" value="4 SOUTH MAIN ST PO B"/>	
* Payroll City:	<input type="text" value="DAYTON"/>	
* Payroll State:	<input type="text" value="OH"/>	
* Payroll Zip (+4 optional):	<input type="text" value="45401"/> - <input type="text" value="0000"/>	
* Payroll Phone Number:	<input type="text" value="937-555-2345"/>	
Payroll Phone Extension:	<input type="text" value="0000"/>	
Payroll Fax Number:	<input type="text" value="937-555-5432"/>	
Payroll Email Address:	<input type="text" value="mpublic@greaterdayton.or"/>	
Send Paper Bill:	<input checked="" type="radio"/> Yes <input type="radio"/> No	
Send Paper Change Report:	<input checked="" type="radio"/> Yes <input type="radio"/> No	

---

Make the desired changes and click "Next" to continue.

... need assistance with ... n ... please visit our ...

## Field Descriptions

Field Name	Description
Company Name	The name of the company to which this information applies.
FEIN	Federal Employer Identification Number.
Financial Contact Name	The name of the individual to contact regarding financial information.
Address 1	The street number and name of the company address.
Address 2	Additional address information (suite, P O Box etc.).
City	Name of the city in which the company resides.
State	Name of the state in which the company resides.
Zip (+4 optional)	The zip code of the company address.
Phone Number	The telephone number of the financial contact person.
Phone Extension	The extension number of the contact person.
Fax Number	The fax number for the financial contact person.
Email Address	The Email address of the financial contact person.
Payroll Contact Name	The contact name of the individual responsible for answering employee payroll questions.
Payroll Address 1	The street number and name of the location where payroll information is sent.
Payroll Address 2	Additional address information (suite, P O Box etc.).
Payroll City	Name of the city in which the location where payroll information is sent.
Payroll State	Name of the state in which the location where payroll information is sent.
Payroll Zip (+4 optional)	The zip code of for the location where payroll information is sent.
Payroll Phone Number	The telephone number of the payroll contact person.
Payroll Phone Extension	The extension number of the payroll contact person.
Payroll Fax Number	The fax number for the payroll contact person.
Payroll Email Address	The Email address of the payroll contact person.
Send Paper Bill	Radio button to indicate if the company wants to receive a paper bill in the mail.
Send Paper	Radio button to indicate if the company wants to receive a paper

Field Name	Description
Change Report	change report in the mail.
	Returns to the <i>Ohio Deferred Compensation</i> progress page.
	Moves to the <i>Ohio Deferred Compensation Confirm Contact Information Update(s)</i> page.

### Instructions

- Enter or edit contact information. Fields marked with a red asterisk are required fields. The system will not move to the confirmation page until each required field is complete.
- When all the information is entered, click . The system displays the *Ohio Deferred Compensation Confirm Contact Information Update(s)* page.

## Confirm Contact Information Update(s)

The *Ohio Deferred Compensation Confirm Contact Information Update(s)* page displays a summary of the contact information entered.

**Ohio Deferred Compensation  
Confirm Employer Contact Information Update(s)**

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**Company Name:** Test, OBG  
**SSN:** 333-22-4444

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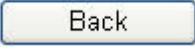
Financial Contact Name:	MARY KAY STANFORTH
Address 1:	FINANCIAL ADMINISTRATOR
Address 2:	100 Main St
City:	DAYTON
State:	OH
Zip (+4 optional):	45401-0000
Phone Number:	937-555-1234
Phone Extension:	0000
Fax Number:	937-555-4321
Email Address:	jpublic@greaterdayton.org
Payroll Contact Name:	Marsha Q. Public
Payroll Address 1:	PAYROLL
Payroll Address 2:	4 SOUTH MAIN ST PO BOX 1301
Payroll City:	DAYTON
Payroll State:	OH
Payroll Zip (+4 optional):	45401-0000
Payroll Phone Number:	937-555-2345
Payroll Phone Extension:	0000
Payroll Fax Number:	937-555-5432
Payroll Email Address:	mpublic@greaterdayton.org
Send Paper Bill:	Yes
Send Paper Change Report:	Yes

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**Click "Submit" to confirm changes.**

If you need assistance with this page, please view our [Help](#)

**Instructions**

- Review the information displayed.
- Click  to return to the previous page to enter or edit information.
- Click  to save the displayed information and return to the *Ohio Deferred Compensation* progress page.

## Payment History

The *Ohio Deferred Compensation Payment History* informaton page displays important information and updates regarding payment history.



Action	Result
<input type="button" value="Back"/>	The system returns to the <i>Ohio Deferred Compensation Progress Page</i> .
<input type="button" value="Next"/>	The system opens the <i>Ohio Deferred Compensation View/Print Payment History Report</i> page.