

**STATE TEACHERS RETIREMENT SYSTEM OF OHIO**

275 East Broad Street  
Columbus, OH 43215-3771

1-888-535-4050  
www.strsoh.org/employer

**NEW HIRE NOTIFICATION**

**For use by all employers except universities and colleges.**

Notify STRS Ohio of all new hires within **10 business days of their first date on payroll** using one of the following methods:

- Complete this form and fax it to STRS Ohio at 614-227-2912;
- Mail this completed form to STRS Ohio, 275 E. Broad St., Columbus, OH 43215-3771;
- E-mail the required information to [report@strsoh.org](mailto:report@strsoh.org); or
- Submit the required information via the STRS Ohio Employer Web Site at [www.strsoh.org/employer](http://www.strsoh.org/employer).

**EMPLOYEE INFORMATION**

Name \_\_\_\_\_  Male  Female

Social Security number \_\_\_\_ - \_\_\_\_ - \_\_\_\_\_ Date of birth \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

Address \_\_\_\_\_

City, state, ZIP code \_\_\_\_\_

First date on payroll \_\_\_\_ / \_\_\_\_ / \_\_\_\_\_

**EMPLOYER INFORMATION**

Name \_\_\_\_\_

Title \_\_\_\_\_

School \_\_\_\_\_

Employer number \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Date \_\_\_\_\_