

OCO Office of Earnings Operations
Attention: ERISA Correspondence Group
P.O. Box 33007
Baltimore, MD 21290-3307

Subject: Social Security Administration Potential Private Pension Benefit Information Notice

Dear Office of Earnings Operations:

I believe I may be entitled to retirement benefits. Please send me a Form SSA-L99-C1 Potential Private Pension Benefit Information Notice. I am providing the following information:

My Full Printed Name: _____

My Social Security Number: _____

My Date of Birth: _____

Name of Former Employer: _____

**Employer Identification
Number (EIN):** _____

I certify that I am the individual to whom the requested record pertains or that I am authorized to sign on behalf of that individual. I understand that the knowing and willful acquisition of records under false pretenses is a criminal offense subject to a fine of up to \$5,000.

Please send the information directly to me at the following address:

Thank-you,

Signature _____ Date _____