

Checklist for Submitting Payments From Non SF-224 Agencies

- ✓ The coupon may be completed online. If you do not complete all items on the coupon, your check will be returned.
- ✓ The CCAID is the last day of the calendar year in which the check is being submitted in yymmdd format (e.g., 051231 for 2005; 061231 for 2006).
- ✓ Make your check payable to the Thrift Savings Plan and write your payroll office number on the check.
- ✓ Do not include the journal voucher or other correspondence or the processing of your check may be delayed.
- ✓ Mail this coupon and your check to:

**Thrift Savings Plan
P.O. Box 979004
St. Louis, MO 63197-9000**

Send overnight deliveries to: U.S. Bank, Box 9004, Government Lockbox SL-MO-C2GL, 1005 Convention Plaza, St. Louis, MO 63101



THRIFT SAVINGS PLAN PAYMENTS FROM NON SF-224 AGENCIES

Check Code: **ACK**

CCAID:

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(yyymmdd) Payroll Office Number

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Journal Voucher Number \$ Payment Amount