



**Notice of Correction of  
Individual Retirement Record**  
Federal Employees Retirement System

United States Office of Personnel Management  
Federal Employees Retirement System  
P.O. Box 45  
Boyers, PA 16017

FOLD

Please correct the FERS Retirement Record, Standard Form 3100, for the former employee named below:

|                  |                            |                             |
|------------------|----------------------------|-----------------------------|
| Name of Employee | Date of Birth (mm/dd/yyyy) | Social Security Number      |
| Agency           | Payroll Office No.         | Location (include ZIP Code) |

Reason for Correction:

**Fiscal Data**

|   | Current Year | Total Cumulative Deductions |
|---|--------------|-----------------------------|
| Data shown on Standard Form 3100            |              |                             |
| Corrected data                              |              |                             |
| Amount of overstatement of total deductions |              |                             |
| Correction reported on SF 2812 Number       |              | Dated                       |

**Service History Data** (Name, date of birth, appointment, separation, promotion, etc. -- Specify which)

| Data shown on Standard Form 3100 | Corrected Data |
|----------------------------------|----------------|
|                                  |                |
|                                  |                |
|                                  |                |

Standard Form 3100 forwarded to OPM on Register:

Dated:

**Certification**

I certify that the corrections shown above are correct.

|           |       |                  |      |
|-----------|-------|------------------|------|
| Signature | Title | Telephone Number | Date |
|-----------|-------|------------------|------|