

WRS Online Earnings Reports



By Rory McGarry - Trust Funds Specialist
Department of Employee Trust Funds
January 2011



Introduction

- Daily snapshot of current year WRS account
- Historical reports of previous years
- Resolve discrepancies & ensure accuracy
- Online Network for Employers (ONE) only
- Benefits



Topics



- Accessing Reports
- WRS Online Reports
 - On-going reports of current year
 - Final static reports of previous years

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Online Earnings Reports

On-going (Current Year)

- Employee Transaction Detail
- Remittance Reports by Month
- Suspended Employee Transactions
- Active Employee Listings (Pre-Lists)
- Listing of Over/Under Entries
- Listing of Active Employees with No Reported Earnings

Final (Previous Years)

- Employee Transaction Detail
- Suspended Employee Transactions
- Employer Contribution Summary
- Remittance Reports by Month
- Listing of Over/ Under Entries
- Unfunded Actuarial Accrued Liability Statement

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Accessing Reports

- **Security Agreement – ET-8928**
- **Cookies enabled & JavaScript on**
- **Best viewed by:**
 - Mozilla Firefox 3.6 or later
 - Internet Explorer 8.0 or later

ET-8928

- **Available online**
 - etf.wi.gov
- **WRS Account Update**
 - Be sure to check
- **Submit to ETF**
 - Fax (608) 266-0133

Department of Employee Trust Funds
P. O. Box 7931
Madison, WI 53707-7931

ONLINE NETWORK FOR EMPLOYERS SECURITY AGREEMENT
Wis. Stat. § 40.07 (1)

REQUEST TYPE (please check (1) one):

Add new employee Add application access for existing employee Name change for existing employee
 Revoke existing employee Revoke application access for existing employee

I. **Employee:** Read the provision set forth below and complete your name, work address, work phone number, e-mail, signature and date below.

I understand that Security measures have been established to provide necessary inquiry and update abilities for the Wisconsin Retirement System (WRS). I agree to maintain the confidentiality of all information that I obtain through on-line access to WRS accounts. I understand that information in these accounts is not a public record and disclosure to any person or organization is absolutely prohibited.

I further understand that the Online Network for Employers is intended for use by employers to administer WRS and other Department of Employee Trust Funds (ETF) administered benefit programs and is not intended to provide information to members or to assist members in making retirement decisions. I also understand that the Previous Service and Benefit Inquiry Application is not intended to provide complete information to make important decisions regarding a member's WRS benefits.

I have read the provision set forth above. I understand that Wisconsin Statutes, § 40.07 provides criminal penalties for officers, agents, members, data and programs. Violation of the provision will result in termination of my on-line access to WRS active member accounts.

Employee Name/Work Address/Work Phone Number:	ETF Security Administrator Use Only	
Employee Signature/Date:	Login ID	ETF Security Administrator Signature/Date
Employee E-mail Address:		

II. **Employer WRS Agent:** Certify that the above employee is authorized to gain access to the Online Network for Employers by completing the area below and checking those applications for which authorization is being requested. Please notify ETF immediately if your authorized employee terminates or loses authorization.

WRS Previous Service & Benefit Inquiry Health Insurance Enrollment
 WRS Contribution Remittance Insurance Premium Reporting
 WRS ACCOUNT UPDATE

(Caution: Authorization for the WRS Account Update, Health Insurance Enrollment, and Insurance Premium Reporting applications will enable your authorized employee(s) to perform any and all functions, including those implemented in the future. Additional authorization will not be required.)

I understand that Wisconsin Statutes, § 943.305, provides criminal penalties for knowingly making false or fraudulent claims on this form and hereby certify that, to the best of my knowledge and belief, the above information is true and correct. I certify that I am responsible for reporting information to the Wisconsin Retirement System.

Employer Name:	Employer ID Number:
	694-035-

WRS Account Update
(Caution: Authorization for the WRS Account Update, Health Insurance Enrollment, and Insurance Premium Reporting applications will enable your authorized employee(s) to perform any and all functions, including those implemented in the future. Additional authorization will not be required.)



The ONE Portal

<http://etfonline.wi.gov/etf/internet/employer/one.html>

Employee Trust Funds (ETF)
On-line Network for Employers (ONE)

Welcome to the Department of Employee Trust Funds On-line Network for Employers (ONE). This is a new and innovative way to retrieve historical data, keep employee information current, and manage contributions and payment. ONE is an interactive Internet application that is easy and convenient to use.

Logon and Password Support (608) 264-9181 / 866-843-9724 or email us at ETFOnlineHelp@etf.state.wi.us
Employer Communications Center (608) 264-7900

Account Maintenance

[WRS Employers - Reset Password](#)
It is no longer necessary to contact ETF to reset your password.

[Email Contact Information Update](#)
Description: Provides employers a secure view of current employer contact information and the ability to update information to ensure proper administration of ETF benefit programs.

[Security Agreement, ET-8928, Fax Number: \(608\) 266-5801](#)

Applications

[Previous Service and Benefit Inquiry](#)
Description: Allows employers to view historical information regarding their employees' WRS participation on-line. Assists in determining Insurance program eligibility, WRS Eligibility Status and calculating contributions (for agencies only).

[WRS Account Update](#)
Description: Provides employer with the ability to securely transmit account updates to ETF. The application includes WRS enrollments, descriptive data changes, and employee transactions.

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Scroll down



Applications

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[WRS Account Update](#)
Description: Provides employer with the ability to securely transmit account updates to ETF. The application includes WRS enrollments, descriptive data changes, and employee transactions.

[WRS Contribution Remittance Entry](#)
Description: Allows employers to transmit contribution remittance entries (ET-1515) to ETF and make payment through the State of Wisconsin Treasury Department.

[WRS Transaction Upload](#)
Description: Allows employers to upload and submit WRS annual reports to ETF.

[WRS Earnings Reports \(On-going\)](#)
Description: Allows employers to view the WRS Transactions for open year Employees (Pre-Est), Listing of Overunder Entries and Listing of Active Employees.

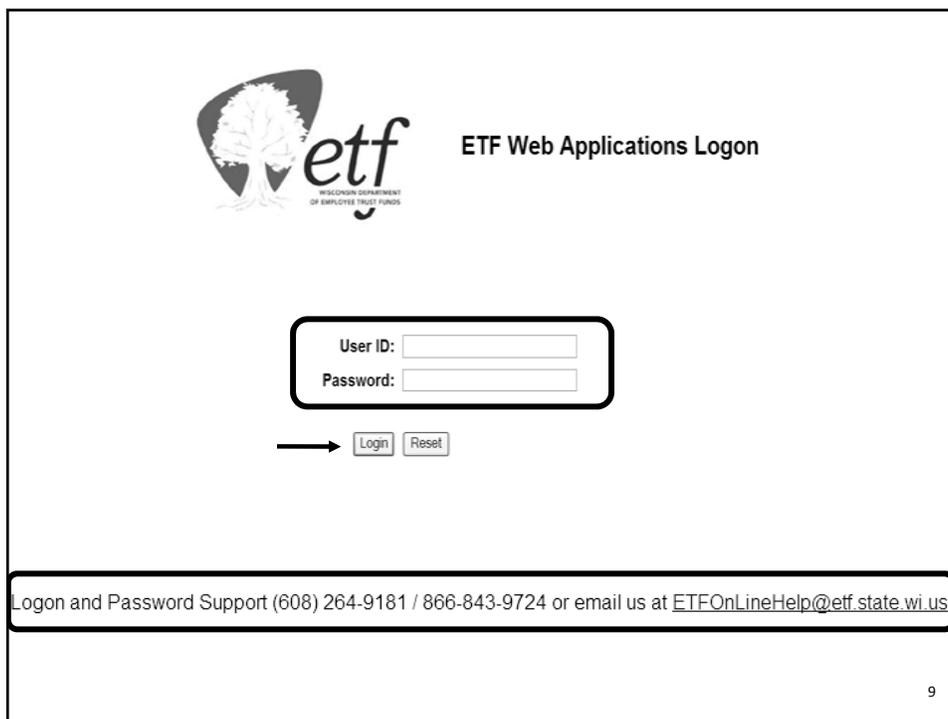
[WRS Earnings Reconciliation Reports \(Final\)](#)
Description: Allows employers to view the WRS Annual Reconciliation Reports by Month, Listing of Overunder Entries and Unfunded Actuarial A

[myETF Benefits](#)
Description: Provides employers with a secure view of demographic and health insurance enrollment information.

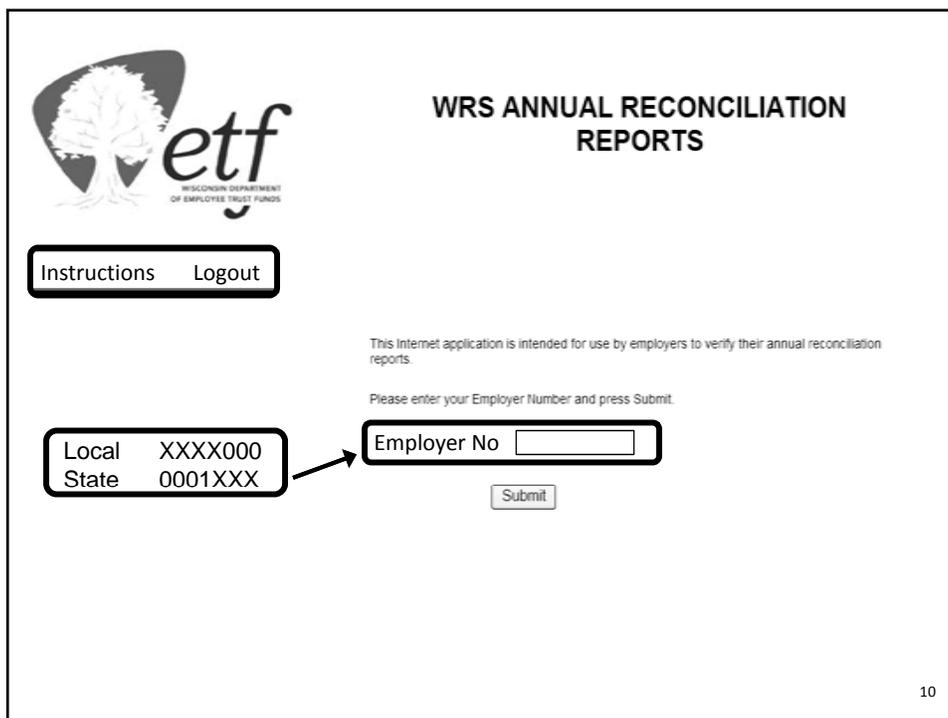
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Live reports of current year

Historical reports of previous years



The image shows the login page for the ETF Web Applications. At the top left is the logo for the Wisconsin Department of Employee Trust Funds (ETF), featuring a tree and the letters 'etf'. To the right of the logo is the text 'ETF Web Applications Logon'. Below this, there are two input fields: 'User ID:' and 'Password:'. Below the input fields are two buttons: 'Login' and 'Reset', with an arrow pointing to the 'Login' button. At the bottom of the page, there is a contact information box: 'Logon and Password Support (608) 264-9181 / 866-843-9724 or email us at ETFOnLineHelp@etf.state.wi.us'. The page number '9' is located in the bottom right corner.



The image shows the 'WRS ANNUAL RECONCILIATION REPORTS' page. At the top left is the logo for the Wisconsin Department of Employee Trust Funds (ETF). To the right of the logo is the text 'WRS ANNUAL RECONCILIATION REPORTS'. Below the logo, there are two buttons: 'Instructions' and 'Logout'. Below these buttons, there is a paragraph of text: 'This internet application is intended for use by employers to verify their annual reconciliation reports.' Below this text is another paragraph: 'Please enter your Employer Number and press Submit.' Below this text, there is a table with two rows: 'Local XXXX000' and 'State 0001XXX'. To the right of the table is an input field labeled 'Employer No'. Below the input field is a 'Submit' button. An arrow points from the 'State' row of the table to the 'Employer No' input field. The page number '10' is located in the bottom right corner.



WRS ANNUAL RECONCILIATION REPORTS

Reconciliation Year Menu

Instructions Logout

Select the year to view the reports: 2010

Select the report to view: ▼

- Employee Transaction Detail
- Remittance Reports By Month
- Suspended Employee Transactions
- Active Employee Listing Selection (Pre-List)
- Listing of Over/Under Entries
- Listing Of Active Employees With No Reported Earnings

Live reports of current year

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WRS Employee Transaction Detail 2010

Less Than 250 Employees

Instructions Logout

Employer No: _____ Employer Name: _____

Grand Totals For All Employment Categories:

Fiscal		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer	
Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var
0.00	0.00	893.38	17,455.43	0.00	0.00	0.00	0.00	0.00	0.00

Detail By Employment Category:

Social Security Number	Last Name	Emp Cat	Act CD	Action Date	Last Earning Date	New Emp Cat	Fiscal Year		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer	
							Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var
		00	01	05/27/2010			0.00	0.00	893.38	17,455.43	0.00	0.00	0.00	0.00	0.00	0.00
SubTotals:							0.00	0.00	893.38	17,455.43	0.00	0.00	0.00	0.00	0.00	0.00

*** This report is current as of the previous night ***

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Greater Than 250 Employees

WRS Employee Transaction Detail 2010

Instructions Logout

Employer No: _____ Employer Name: _____

New EIN Please click here to export detail records to excel Export to Excel ←

Grand Totals For All Employment Categories:

Hours	Fiscal		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer	
	Earnings	Hours	Earnings	Hours	EERC	BAC	Core	Var	Core	Var
1083755.50	32,435,853.83	1655191.00	43,991,172.80		16,758.65	13,447.94	0.00	0.00	0.00	0.00

Link To:

- Reconciliation Year Menu
- Employee Transaction Detail
- Remittance Reports By Month
- Suspended Employee Transactions
- Active Employee Listing Selection (Pre-List)
- Listing of Over/Under Entries
- Listing Of Active Employees With No Reported Earnings

Greater than 250 employees **requires** exporting to excel

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WRS Remittance Reports By Month 2010

Instructions Logout

New EIN

Employer No: _____ Employer Name: _____

Month	Category Type					
	General Earnings	Elected Earnings	Protect W/SS Earnings	Protect W/O Earnings	Teachers Earnings	Additional Contributions
5	0.00	0.00	0.00	0.00	0.00	0.00
6	679,101.82	0.00	0.00	0.00	4,354,174.45	0.00
6	0.00	0.00	0.00	0.00	0.00	0.00
7	160,905.36	0.00	0.00	0.00	215,662.09	0.00
7	0.00	0.00	0.00	0.00	0.00	0.00
8	72,810.91	0.00	0.00	0.00	68,437.55	0.00
8	0.00	0.00	0.00	0.00	0.00	0.00
9	270,412.00	0.00	0.00	0.00	1,663,270.09	0.00
9	0.00	0.00	0.00	0.00	0.00	0.00
10	346,770.18	0.00	0.00	0.00	1,614,842.36	0.00
10	0.00	0.00	0.00	0.00	0.00	0.00
11	353,749.73	0.00	0.00	0.00	1,650,707.45	0.00
Totals	4,027,486.73	0.00	0.00	0.00	17,534,347.06	0.00

Grand Total Earnings: 21,561,633.61

*** This report is current as of the previous night ***

Link To:

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WRS Suspended Employee Transactions 2010

Instructions Logout
New EIN

Employer No: _____ Employer Name: _____

Report Date	Employment Category Number	Social Security Number	Name	Action Code	Action Date	Last Earn Date																														
10/31/2010	00			60	09/02/2010																															
<table border="1"> <thead> <tr> <th colspan="2">Fiscal Year</th> <th colspan="2">Calendar Year</th> <th colspan="2">Employee Paid</th> <th colspan="2">Additional Contribution Employee</th> <th colspan="2">Additional Contribution Employer</th> </tr> <tr> <th>Hours</th> <th>Earnings</th> <th>Hours</th> <th>Earnings</th> <th>EERC</th> <th>BAC</th> <th>Core</th> <th>Var</th> <th>Core</th> <th>Var</th> </tr> </thead> <tbody> <tr> <td>0.00</td> </tr> </tbody> </table>							Fiscal Year		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer		Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer																												
Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var																											
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00																											
ERROR TYPE : ANNUITANT RETURN TO WORK IS IN ERROR																																				
11/18/2010	00			01	07/03/2009	04/30/2009																														
<table border="1"> <thead> <tr> <th colspan="2">Fiscal Year</th> <th colspan="2">Calendar Year</th> <th colspan="2">Employee Paid</th> <th colspan="2">Additional Contribution Employee</th> <th colspan="2">Additional Contribution Employer</th> </tr> <tr> <th>Hours</th> <th>Earnings</th> <th>Hours</th> <th>Earnings</th> <th>EERC</th> <th>BAC</th> <th>Core</th> <th>Var</th> <th>Core</th> <th>Var</th> </tr> </thead> <tbody> <tr> <td>0.00</td> </tr> </tbody> </table>							Fiscal Year		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer		Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
Fiscal Year		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer																												
Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var																											
0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00																											
ERROR TYPE : STATUS IN CATEGORY IS NOT ACTIVE																																				
STATUS AT EMPLOYER IS NOT ACTIVE																																				

*** This report is current as of the previous night ***

Link To:

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WRS Active Employee Listing Selection 2010

Instructions Logout
New EIN

Select the report type to view the report:

Clear Display

Active Employee Listing

Annual Pre-List

Late-Reported Contract Settlement

*** This report is current as of the previous night ***

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WRS Active Employee Listing Selection 2010

Late-Reported Contract Settlement

Instructions Logout

Select the employment category to view the report:

Select the action year from dropdown for action date to view the report: 12 31 2010

ALL

00 - GENERAL

01 - COURT REPORTER

02 - EXECUTIVE RETIREMENT PLAN

03 - PROTECTIVE WITH SOCIAL SECURITY

04 - PROTECTIVE WITHOUT SOCIAL SECURITY

05 - JUSTICE, SUPREME COURT

06 - LEGISLATOR/STATE CONSTITUTIONAL OFF

07 - JUDGE, COURT OF APPEALS

08 - JUDGE, CIRCUIT COURT

09 - LOCAL ELECTED OFFICIAL

10 - TEACHER

11 - TEACHER, EXECUTIVE RETIREMENT PLAN

12 - EDUCATIONAL SUPPORT PERSONNEL

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WRS Listing Of Over/Under entries in 2010 through 12/19/2010

Instructions Logout

Employer No: _____ Employer Name: _____

Deposit Date	Over/Under Interest	System Updated Date	Transaction Code	Transaction Description
02/25/2010	-24,874.640.74	02/25/2010	E837	SYSTEM CALCULATED VARIANCE
02/25/2010	12,437.320.37	02/25/2010	E837	SYSTEM CALCULATED VARIANCE
02/25/2010	12,437.320.37	02/25/2010	E837	SYSTEM CALCULATED VARIANCE
02/25/2010	-25,206.967.43	02/25/2010	E837	SYSTEM CALCULATED VARIANCE
02/25/2010	12,603.463.72	02/25/2010	E837	SYSTEM CALCULATED VARIANCE
02/25/2010	12,603.463.72	02/25/2010	E837	SYSTEM CALCULATED VARIANCE
02/26/2010	-0.01	03/03/2010	E816	WRITTEN OFF
02/26/2010	-19,978.32	03/12/2010	E837	SYSTEM CALCULATED VARIANCE
05/20/2010	19,978.32	05/26/2010	E821	PAYMENT MADE/CREDIT TAKEN

Balance as of 12/19/2010: 0.00

Link To:

Contact ETF at (608) 266-3309 for questions regarding over/under entries

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WRS Listing Of Active Employee With No Reported Earnings 2010

Instructions Logout
New EIN

Employer No: Employer Name:
• No Listing Of Active Employees With No Reported Earnings found

Link To:

Report will not generate until annual report has been processed by ETF

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Applications

Previous Service and Benefit Inquiry
Description: Allows employers to view historical information regarding their employees' WRS participation on-line. Assists in determining agencies only).

WRS Account Update
Description: Provides employer information to the WRS system. The application includes WRS enrollment information.

WRS Contribution Remittance Entry
Description: Allows employers to enter contribution remittance information (ET-1515) to ETF and make payment through the WRS system.

WRS Transaction Upload
Description: Allows employers to upload and submit WRS **annual** reports to ETF.

WRS Earnings Reports (On-going)
Description: Allows employers to view the WRS Transactions for open year Employees (Pre-List), Listing of Over/Under Entries and Listing of Active Employees.

WRS Earnings Reconciliation Reports (Final)
Description: Allows employers to view the WRS Annual Reconciliation Reports by Month, Listing of Over/Under Entries and Unfunded Actuarial A

myETF Benefits
Description: Provides employers with a secure view of demographic and health insurance enrollment information.

Live reports of current year

Historical reports of previous years

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Reconciliation Year Menu

WRS ANNUAL RECONCILIATION REPORTS

Instructions Logout

Select the year to view the reports: 2009

Select the report to view: [Dropdown]

Clear Display

- Employee Transaction Detail
- Suspended Employee Transactions
- Employer Contribution Summary
- Remittance Reports By Month
- Listing of Over/Under Entries
- Unfunded Actuarial Accrued Liability Statement

Historical Reports of Previous Years

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Less Than 250 Employees

WRS Employee Transaction Detail (Final 2009)

Instructions Logout

Employer No: Employer Name:

Export to Excel

Grand Totals For All Employment Categories:

Fiscal		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer	
Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var
0.00	0.00	5224.00	72,538.84	0.00	0.00	0.00	0.00	0.00	0.00

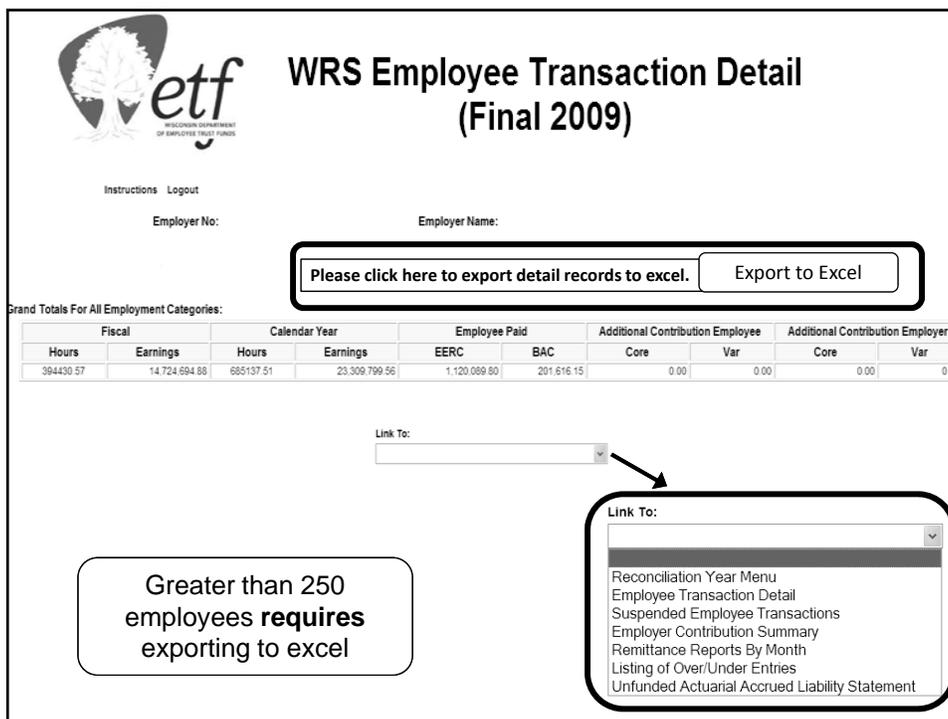
Detail By Employment Category:

Emp Cat	Social Security Number	Last Name	Act CD	Action Date	Last Earning Date	Fiscal Year		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer	
						Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var
00			00	2009-12-31		0.00	0.00	2226.00	32,093.65	0.00	0.00	0.00	0.00	0.00	0.00
00			00	2009-12-31		0.00	0.00	2219.00	32,445.15	0.00	0.00	0.00	0.00	0.00	0.00
SubTotals:						0.00	0.00	4444.00	64,538.80	0.00	0.00	0.00	0.00	0.00	0.00
09			00	2009-12-31		0.00	0.00	780.00	8,000.04	0.00	0.00	0.00	0.00	0.00	0.00
SubTotals:						0.00	0.00	780.00	8,000.04	0.00	0.00	0.00	0.00	0.00	0.00

**** This report is static and does not include employee transactions submitted after your annual was balanced ****

Link To: [Dropdown]

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WRS Employee Transaction Detail (Final 2009)

Instructions Logout

Employer No: _____ Employer Name: _____

Please click here to export detail records to excel. [Export to Excel](#)

Grand Totals For All Employment Categories:

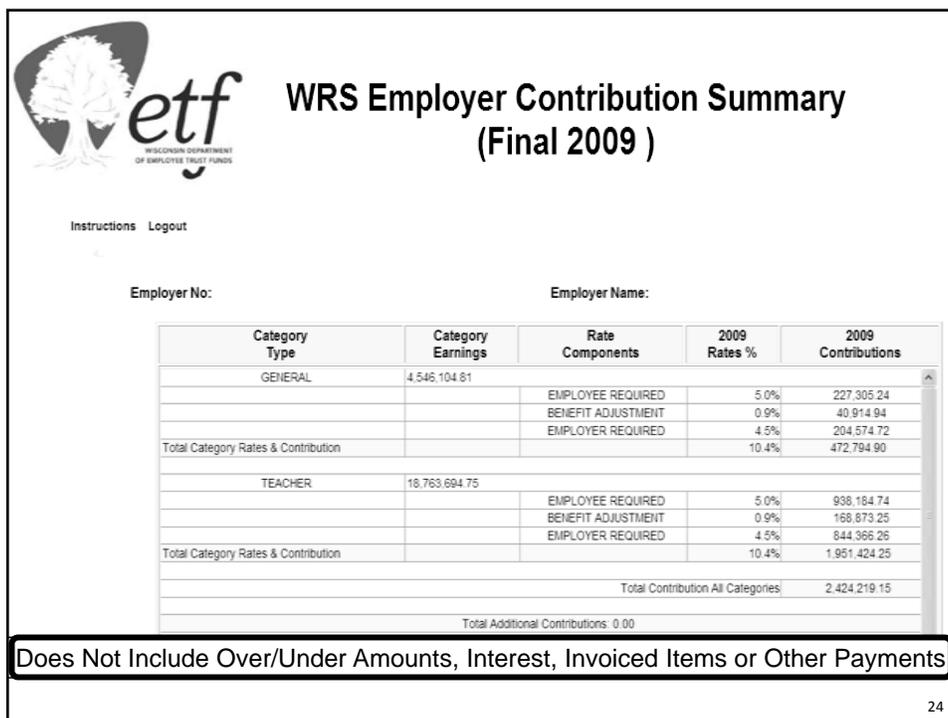
Fiscal		Calendar Year		Employee Paid		Additional Contribution Employee		Additional Contribution Employer	
Hours	Earnings	Hours	Earnings	EERC	BAC	Core	Var	Core	Var
394430.57	14,724,694.88	665137.51	23,309,799.56	1,120,089.80	201,616.15	0.00	0.00	0.00	0.00

Link To:

Greater than 250 employees requires exporting to excel

Link To:

- Reconciliation Year Menu
- Employee Transaction Detail
- Suspended Employee Transactions
- Employer Contribution Summary
- Remittance Reports By Month
- Listing of Over/Under Entries
- Unfunded Actuarial Accrued Liability Statement



WRS Employer Contribution Summary (Final 2009)

Instructions Logout

Employer No: _____ Employer Name: _____

Category Type	Category Earnings	Rate Components	2009 Rates %	2009 Contributions
GENERAL	4,546,104.81	EMPLOYEE REQUIRED	5.0%	227,305.24
		BENEFIT ADJUSTMENT	0.9%	40,914.94
		EMPLOYER REQUIRED	4.5%	204,574.72
Total Category Rates & Contribution			10.4%	472,794.90
TEACHER	18,763,694.75	EMPLOYEE REQUIRED	5.0%	938,184.74
		BENEFIT ADJUSTMENT	0.9%	166,873.25
		EMPLOYER REQUIRED	4.5%	844,366.26
Total Category Rates & Contribution			10.4%	1,951,424.25
Total Contribution All Categories:				2,424,219.15
Total Additional Contributions: 0.00				

Does Not Include Over/Under Amounts, Interest, Invoiced Items or Other Payments

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WRS Remittance Reports By Month (Final 2009)

Instructions Logout

Employer No: _____ Employer Name: _____

Month	Category Type					
	General Earnings	Elected Earnings	Protect W/SS Earnings	Protect W/O Earnings	Teachers Earnings	Additional Contributions
4	418,509.90	0.00	0.00	0.00	1,603,871.63	0.00
5	407,304.23	0.00	0.00	0.00	1,579,915.10	0.00
5	407,304.23	0.00	0.00	0.00	1,579,915.10	0.00
5	-407,304.23	0.00	0.00	0.00	-1,579,915.10	0.00
6	514,262.60	0.00	0.00	0.00	4,177,962.02	0.00
7	226,630.10	0.00	0.00	0.00	211,733.94	0.00
8	106,751.06	0.00	0.00	0.00	75,575.10	0.00
9	342,829.90	0.00	0.00	0.00	1,603,186.54	0.00
10	632,964.71	0.00	0.00	0.00	2,379,149.52	0.00
11	217,900.29	0.00	0.00	0.00	791,025.38	0.00
12	421,811.18	0.00	0.00	0.00	1,584,315.18	0.00
12	-2,833.49	0.00	0.00	0.00	2,961.79	0.00
Totals	4,546,104.81	0.00	0.00	0.00	18,763,694.75	0.00

Grand Total Earnings:

*** This listing may include reconciliation/adjusting entries entered by ETF on your behalf ***

Link To:



WRS Listing Of Over/Under entries in 2009 through 04/14/2010

Instructions Logout

Employer No: _____ Employer Name: _____

Deposit Date	Over/Under/ Interest	System Updated Date	Transaction Code	Transaction Description
01/31/2009	-275.73	03/05/2009	E837	SYSTEM CALCULATED VARIANCE
05/20/2009	275.73	05/22/2009	E821	PAYMENT MADE/CREDIT TAKEN
02/26/2010	13.35	03/11/2010	E837	SYSTEM CALCULATED VARIANCE

Balance as of 04/14/2010

Contact ETF at (608) 266-3309 for questions regarding over/under entries



WRS Unfunded Actuarial Accrued Liability Statement (Final 2009)

Instructions Logout

Employer No: _____ Employer Name: _____

01/01/2009 Beginning Balance	9,265,144.49
Adjustments	0.00
Less Payment Made for 2009	433,316.95
Interest	688,882.55
Balance 12/31/2009	9,520,710.09

Link To:

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Questions?

Contact the Employer Communication Center

Local: (608) 264-7900
Toll-Free: (888) 681-3952

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