



# THRIFT SAVINGS PLAN

## NOTIFICATION TO TSP OF NONPAY STATUS

# TSP-U-41

**Service representatives** — Use this form to notify the TSP record keeper when a participant who has a TSP loan is placed in an approved nonpay status (e.g., extended confinement, appellate review leave, sabbatical, or, for reservists, extended periods of nonpay between drills). In addition, use this form to notify the TSP record keeper when a participant who entered nonpay status returns to pay status. If you have any questions, call the TSP Technical Support Section at the number shown below. Service representatives should mail or fax the completed form to:

**Thrift Savings Plan  
National Finance Center  
P.O. Box 61820  
New Orleans, LA 70161-1820**

Telephone: (504) 255-5110  
TDD: (504) 255-6302  
Fax: (504) 255-5199

**Participants** — **Do not submit this form.** It must be certified and submitted by your service.

### I. INFORMATION ABOUT THE PARTICIPANT

1. Name of Employee \_\_\_\_\_  
Last First Middle
2. Social Security Number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

### II. INFORMATION WHEN NONPAY STATUS BEGINS

Complete this section **when the participant enters nonpay status.**

3. Beginning Date of Nonpay Status \_\_\_\_\_  
mm / dd / yyyy

### III. INFORMATION WHEN NONPAY STATUS ENDS

Complete this section **when a participant who entered nonpay status returns to pay status.**

4. Beginning Date of Nonpay Status \_\_\_\_\_  
mm / dd / yyyy
5. Ending Date of Nonpay Status \_\_\_\_\_  
mm / dd / yyyy

### IV. SERVICE CERTIFICATION

6. \_\_\_\_\_  
Signature of Service Official
7. \_\_\_\_\_  
Date Signed
8. \_\_\_\_\_  
Typed or Printed Name of Service Official
9. (\_\_\_\_\_) \_\_\_\_\_ - \_\_\_\_\_  
Telephone Number (Not DSN)
10. \_\_\_\_\_  
Title of Service Official

