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**BOARD-PAID TAX-SHELTERED ANNUITY (TSA)**  
**SERVICE PROVIDER CHANGE FORM**

BPS requires written notification of a change to your TSA provider for all **employer** paid TSA contributions such as the Board Paid TSA and the BEA 15+ Years Retirement TSA.

Employee elected contributions can be updated by contacting Omni:  
<https://www.omni403b.com/>

Please complete this form and send it to HR.

EMPLOYEE NAME: \_\_\_\_\_

403b TSA PROVIDER: \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

DATE: \_\_\_\_\_

HR Only:

Received on: \_\_\_\_\_

Initials: \_\_\_\_\_ Amt: \_\_\_\_\_