
From: Lena Young-Gallardo
Sent: Monday, October 3, 2022 5:47 PM
To: BSD-CBO List; BSD-FinMgrsMeet List; Newpy List
Cc: BSD-ExecutiveStaffList; DFS PRCompliance e-List
Subject: Reminder: State Unemployment Insurance (SUI) Report Due for 3rd Quarter 2022
Attachments: SUI Memo 3rd Quarter 2022.pdf

Good evening,

Your districts 3rd Quarter State Unemployment Insurance (SUI) is due to District Financial Services by Friday, October 14th.

Please see the attached bulletin for more details. 😊

Thanks,
Lena



Transforming lives through education

Lena Young-Gallardo, Director

District Financial Services

San Bernardino County Superintendent of Schools

760 E. Brier Drive, San Bernardino, CA 92408

P: 909.388.5701 | F: 909.388.5735

<http://www.sbcss.k12.ca.us>

DATE: October 3, 2022

TO: Directors of Fiscal Services and Payroll Staff
San Bernardino County School Districts (K-12, Community Colleges, ROP's)

SUBJECT: **Reminder– State Unemployment Insurance (SUI) Report Due for 3rd Quarter 2022**

This bulletin will serve as a reminder that your district's SUI prelist is due to District Financial Services by Friday, October 14, 2022.

The documents needed are the SUI prelist, accounts payable transmittal and a copy of State Form DE9423. Be sure to check the box on Form DE9423 indicating that the DE9C is reported on magnetic tape. If the payment is not selected for audit, you will still need to scan the required documents as though it had been selected for audit.

Please email all SUI documents to our Payroll Compliance unit at:
DFS.PRCCompliance@sbcss.net

Thanks for your cooperation!

Sincerely,

Ted Alejandre
County Superintendent of Schools

Signed Lena Young-Gallardo

Lena Young-Gallardo, Director
District Financial Services

lyg:kb