From:	Lena Young-Gallardo
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 2025
Date:	Friday, October 3, 2025 10:56:46 AM
Attachments:	image001.png Bulletin - SUI Memo 3rd Quarter 2025.pdf

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Happy Friday!

Your district's 3rd Quarter State Unemployment Insurance (SUI) is due to District Financial Services by Friday, October 10th. Please see the attached bulletin for the most current procedure on how to submit your documents to the Payroll Compliance Unit.

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

San Bernardino County Superintendent of Schools
Transforming lives through education

Ted Alejandre
County Superintendent

DATE: October 3, 2025

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 2025

This bulletin will serve as a reminder that your district's SUI prelist is due to District Financial Services by Friday, October 10, 2025. The SUI rate for fiscal year 25-26 is .05%.

The SUI prelist and a copy of State Form DE9423 must be attached to the APY transmittal even if the transmittal is not held for audit. Be sure to check the box on Form DE9423 indicating that the DE9C is reported on magnetic tape.

For staff to audit the documents in a timely manner, please process this payment on its own transmittal and email the transmittal number to Payroll Compliance Unit at DFS.PRCompliance@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