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**ERISA REPORTING AND DISCLOSURE REQUIREMENTS
SAMPLE LETTER TO DEPARTMENT OF LABOR**

Office of Employee Benefits Security
Labor-Management Services Administration
U.S. Department of Labor
Washington, D.C. 20216

Gentlemen:

This is to advise you that DOOR COUNTY CHAMBER OF COMMERCE
(Name of Organization)

1015 GREEN BAY RD. BOX 46 STURGEON BAY WI
(Address) (City) (State)

54235 has established a Non-Qualified Deferred Compensation Plan for the
(ZIP)
purpose of providing benefits to a select group of management or highly compensated employees.

Our Organization has 1 Deferred Compensation Plan(s) with
(Number)

1 participants. Our Tax Identification Number is
(Number)

39-0247160.

Sincerely,

Marge Leidig

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RECEIVED