

# SAMPLE

GL-130  
(11-12)



UNITED STATES OF AMERICA  
**RAILROAD RETIREMENT BOARD**

Policy and Systems  
Compensation and Employer Services  
844 North Rush Street  
Chicago, IL 60611-1275  
Fax No. (312) 751-7123

In reply refer to  
**BA-**

Dear Railroad Official:

This is our final request for your Form BA-3, Annual Report of Creditable Compensation. We previously advised you that we had not received your report, which was due at the Railroad Retirement Board (RRB) by the last day of February. That letter also advised that the Railroad Retirement Act provides for the imposition of penalties when a person knowingly fails or refuses to make a report required by the RRB.

Your immediate action is required. Failure to submit the report or provide an explanation of why you cannot furnish a report within 30 days from the date of this letter will result in a referral to our General Counsel for the issuance of an appropriate subpoena. The RRB's authority to issue subpoenas is prescribed in Section 12(a) of the Railroad Unemployment Insurance Act.

If you have any questions about this letter, please call a specialist in the Compensation and Employer Services Center at (312) 751-4992.

Sincerely,

Chief of Compensation  
and Employer Services