



National Finance Center  
Customer Notification

## Reminder: Administrative Billings and Collections System – Year-End Salary Offset

November 30, 2018

Dear Customer:

This notification is to remind Agency personnel that bills established in calendar year 2018 related to gross income adjustments should be paid in full by December 31, 2018. If the debt is not paid in full by that date, the outstanding amount of the debt will be added to the gross income amount on the employee's W-2 at year-end.

Year-end processing for W-2s begins on December 29, 2018. Therefore, payment must be received by The National Finance Center (NFC) no later than December 19, 2018. Payments received by NFC after December 19, 2018, but not later than December 31, 2018, will be processed and a 2018 W-2C will be issued to the employee(s).

Please refer to the [Year-End Salary Offset Tax Bulletin](#) for additional information.

**Federal employees with questions concerning this notification should contact their Servicing Personnel Office.** Authorized Agency representatives with questions concerning this notification should contact NFC's Contact Center at either 1-855-632-4468; or via ServiceNow Customer Service Portal (CSP).