



National Finance Center Customer Notification

Second Reminder: Administrative Billings and Collections System

November 16, 2020

Reference Number: NFC-1603301381

This notification is to remind Agency personnel that bills established in calendar year 2020, related to gross income adjustments, should be paid in full by **December 31, 2020**. 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 will begin on December 26, 2020. Therefore, payment must be received by the National Finance Center (NFC) no later than December 16, 2020. Payments received after December 16, 2020, but not later than December 31, 2020, will be processed; and a 2020 W-2c will be issued to the employee(s).

Please refer to the following link for additional information:

[Year-End Salary Offset Tax](#)

Authorized Agency representatives with questions concerning this notification should contact the NFC Contact Center (NCC) at 1-855-NFC-4GOV (1-855-632-4468) or via ServiceNow.

- Federated ServiceNow users: <https://nfcerp.servicenowservices.com/>
- Non-Federated ServiceNow Users: https://nfcerp.servicenowservices.com/sp_ess/