



March 20, 2017

[Redacted]

Dear [Redacted]

As you are likely aware, you received an overpayment in January 2016 related to a grievance settlement between the APWU and the United States Postal Service. This payment was supposed to represent an advance of 80% of the total amount due but, due to an administrative error, the amount paid exceeded the total to which you were entitled. Detailed below is an accounting of the total amount to which you were entitled in January 2016, the amount paid in January 2016, the residual amount that was applied to the overpayment, and the net overpayment that you will be invoiced.

Shortly, we will be mailing a letter of demand to your supervisor who will initiate the collection process. It is important for you to understand that since this debt was created in 2016 we will be collecting the gross amount. This is consistent with Internal Revenue Service (IRS) rules that were published in the Postal Bulletin dated November 10, 2016. Once we receive full payment for this debt, the amount of Social Security Tax and Medicare will be refunded automatically in the next pay period (unless it is outside of three years from the invoice date). Additionally, after we receive full repayment you will receive a W2C that can be used when filing your Federal and State (if applicable) tax. Additional information regarding salary repayments can be found in IRS Publication (Pub) 15.

<b>Correct Amount</b>		<b>Residual Payment</b>	
<b>January 2016 (80%)</b>	<b>Amount Paid</b>	<b>Offset March 2017</b>	<b>Invoice</b>
<b>\$ 341.00</b>	<b>\$ [Redacted]</b>	<b>\$ 82.81</b>	<b>\$ [Redacted]</b>

Rickey Dean  
Manager, Contract Administration

Jack L Meyer  
Manager, Accounting Services

[Redacted]