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SEHP09-06

MEMORANDUM

TO: Student Employee Health Plan (SEHP) Agency Health Benefits Administrators
FROM: Employee Benefits Division
SUBJECT: NYSHIP Publications ordering Fax Number Change
DATE: March 13, 2009

Effective immediately, there is a new fax number for NYSHIP publications. Please fax your Publications Supply Order forms to:

315-272-2444

The online ordering available on HBA Online is not affected by this change and will go forward uninterrupted.

We are sorry for the inconvenience. We have changed your order form to reflect this new number and it is attached. Please discard your old form and use this instead.

If you have any questions, please call the Communications Unit at 518-457-7577.

Attachment