North Carolina
Total Retirement Plans

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ORBIT

Schedule for Submitting <u>2024</u> Contribution Summary Instructions

(NOTE: Employers can submit their report along with contributions PRIOR the "Submit By" date)

Reporting Cycle:	Submit By:
December 2023	Monday, JANUARY 8, 2024
January 2024	Wednesday, FEBRUARY 7
February	Thursday, MARCH 7
March	Friday, APRIL 5
April	Tuesday, MAY 7
May	Friday, JUNE 7
June	Monday, JULY 8
July	Wednesday, AUGUST 7
August	Monday, SEPTEMBER 9
September	Monday, OCTOBER 7
October	Thursday, NOVEMBER 7
November	Friday, DECEMBER 6
December 2024	Wednesday, JANUARY 8, 2025

This schedule information is also located on our website at:

https://www.myncretirement.com/employers/schedule-submitting-contribution-summary-instructions

The complete report and any contributions due must be submitted by no later than **5:00pm EST** on the **5th business day** of the month.