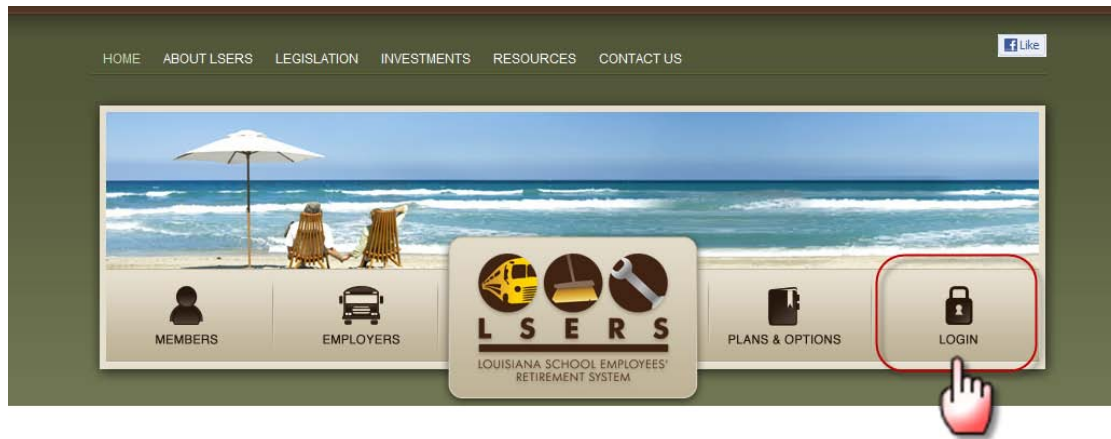
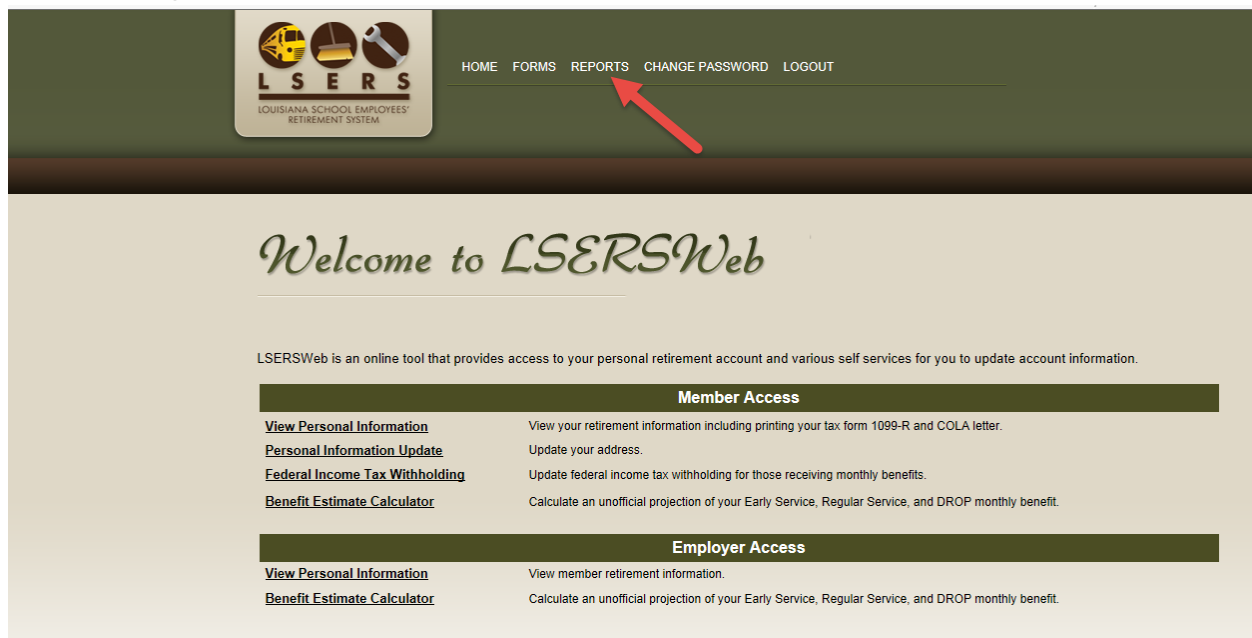


PURPOSE: To provide procedures for employers to view Employer Statement Report online through LSERSWeb.

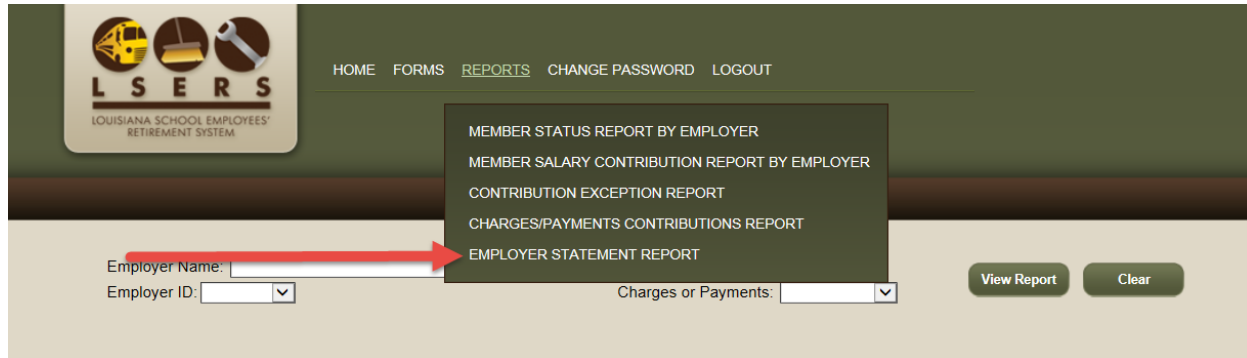
1. Log into [LSERSWeb](#). Refer to [LSERSWeb Employer Access](#) procedures for step-by-step instructions on logging in.



2. Select Reports.

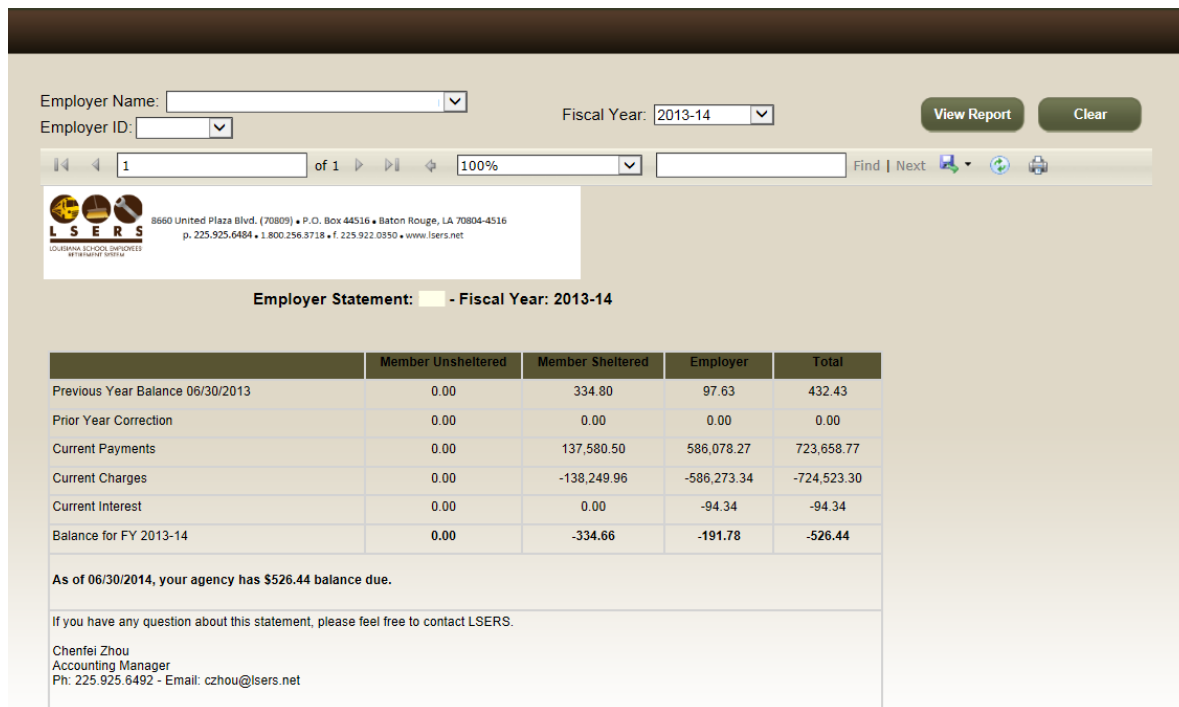


3. Select EMPLOYER STATEMENT REPORT.



4. Select Fiscal Year.

5. Select View Report. The Employer Statement report will appear.



- “Previous Year Balance” is carried from last year ending balance.
- “Prior Year Correction” includes all PYC processed within this fiscal year.
- “Current Payments” includes all payments received within this fiscal year.
- “Current Charges” includes reported contributions on the monthly contributions report and any contribution correction reports (CCRs) processed for the fiscal year.
- “Current Interest” is calculated on balance due after 15th of every month.