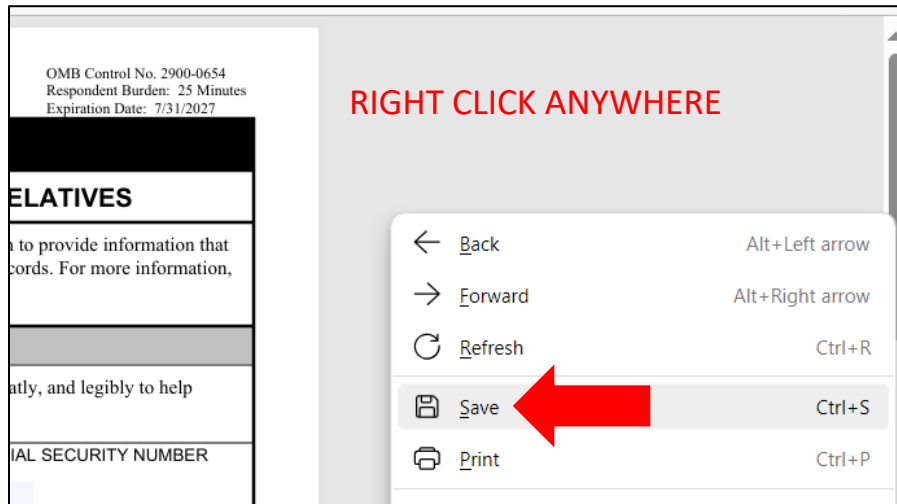


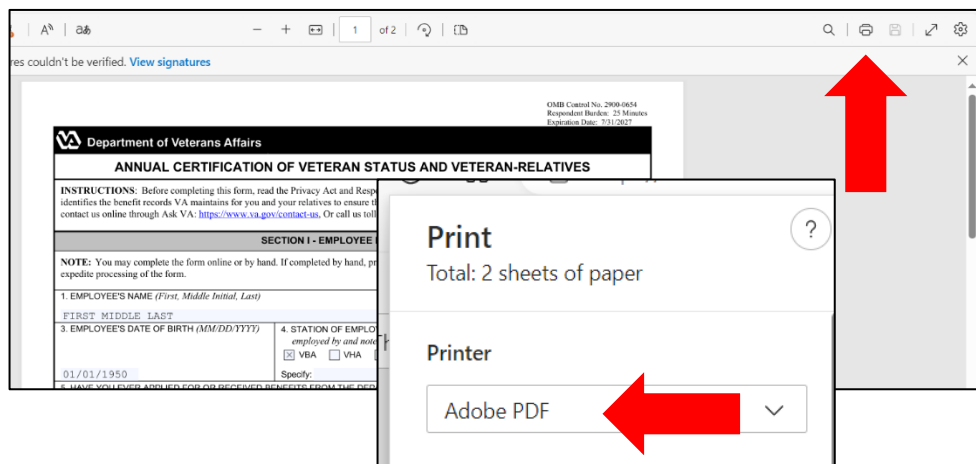
How to save completed form VA FORM 20-0344 Annual Employee Certification of Veteran Status and Veteran-Relatives

After completing the fillable form 20-0344 in TMS it can be saved to your computer one of two ways.

1. Right click on the screen and select Save.



2. Click the print icon and select Print to PDF in the printer selection.



Send completed form to your HR Representative, Contracting Officer Representative (COR) or the POA Mailbox. Contact your VA supervisor if not sure where to send the form at your location.