§ 416.710  What reports must include.

When you make a report you must tell us—

(a) The name and social security number under which benefits are paid;
(b) The name of the person about whom you are reporting;
(c) The event you are reporting and the date it happened; and
(d) Your name.

§ 416.712  Form of the report.

You may make a report in any of the ways described in this section.

(a) Written reports. You may write a report on your own paper or on a printed form supplied by us. You may mail a written report or bring it to one of our offices.

(b) Oral reports. You may report to us by telephone, or you may come to one of our offices and tell one of our employees what you are reporting.

(c) Other forms. You may use any other suitable method of reporting—for example, a telegram or a cable.

§ 416.714  When reports are due.

(a) A reportable event happens. You should report to us as soon as an event listed in § 416.708 happens. If you do not report within 10 days after the close of the month in which the event happens, your report will be late. We may impose a penalty deduction from your benefits.