

The Arlington Teachers' Association Welfare Trust will provide benefits gratuitously for a three month period following retirement.

You will be contacted by the ATA Second Vice-President concerning your benefits before the end of the three month period.

TIME LINE FOR JULY 1ST DATE OF RETIREMENT

JANUARY	REVIEW YOUR MEMBER ANNUAL STATEMENT. INFORM ARLINGTON <u>BEFORE</u> FEBRUARY.
FEBRUARY	CONSULT WITH A SYSTEM REPRESENTATIVE AND OBTAIN AN ESTIMATE OF RETIREMENT BENEFITS.
MARCH	MAKE PRIOR SERVICE CLAIM (AND PAYMENT IF REQUIRED).
APRIL	SUBMIT RETIREMENT APPLICATION INCLUDED IN THIS PACKET (30-90 DAYS).
MAY	FILE APPROPRIATE FORM(S) TO WITHDRAW ALL OR PART OF ANNUITY SAVINGS FUND. FILE EFT AGREEMENT (ELECTRONIC FUNDS TRANSFER AGREEMENT). FILE W-P FORM.
JUNE	WITHDRAW RETIREMENT APPLICATION (IF POSTPONING RETIREMENT DATE). FULL SICK LEAVE BUYOUT PAYMENT
JULY	EFFECTIVE DATE OF RETIREMENT FILE FORM TO CHANGE OPTION.
AUGUST	RECEIVE 1ST RETIREMENT CHECK.
SEPTEMBER	THE SCHOOL DISTRICT CONTINUES TO NOTIFY THE RETIREMENT SYSTEM OF ANY CHANGE IN EARNINGS THAT WILL CHANGE YOUR FINAL AVERAGE SALARY.
NOVEMBER	FIRST HALF OF RETIREMENT INCENTIVE PAYMENT
NOVEMBER OF THE FOLLOWING YEAR	SECOND HALF OF RETIREMENT INCENTIVE PAYMENT