



County Employees' Retirement Fund

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Clerk Bulletin

April 2008

When Submitting Final Payroll

Be sure to consider how your payroll periods are used when submitting final salary/hours/contributions for an employee terminating near the end of the year. ***Please know that salary/hours will be credited to the year in which it is paid.*** If a member terminates before the end of the year but won't be paid for that period until the first payroll of January, be sure the salary/hours are not needed for the prior year. If they are needed, you may need to pay member in a special payroll before the end of the year.

Attachments to Forms

Copies of documents that are required to be attached to CERF forms (i.e., drivers' licenses, Social Security cards, birth certificates, etc.) must be legible when sending to CERF. If any of these documents are faxed to CERF and they are not legible, we will need to request the copy to be mailed.

Member Statements

Member statements will soon be mailed to active participants who have one or more years of service.

Cost-of-Living Adjustment (COLA)

The CERF Board of Directors recently approved a 1% cost-of-living adjustment, effective July 1, 2008, for members who have been receiving benefits since July 1, 2007.

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