



STATE OF CONNECTICUT  
TEACHERS' RETIREMENT BOARD  
21 GRAND STREET HARTFORD, CT 06106-1500  
Toll-Free 1-800-504-1102 ext. 8426 (860) 241-8426 Fax (860) 525-6018 www.state.ct.us/trb

TO: School Business Officials  
DATE: July 28, 2003  
SUBJECT: 2003-2004 Electronic Funds Transfer (EFT) Due Dates and Contribution Schedule

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**EFT DUE DATES AND CONTRIBUTION SCHEDULE  
FOR LOCAL SCHOOL DISTRICTS  
SCHOOL YEAR 2003-2004**

<b>MONTH COVERED</b>	<b>DUE DATE</b>
September 2003	October 7, 2003
October 2003	November 7, 2003
November 2003	December 5, 2003
December 2003	January 8, 2004
January 2004	February 6, 2004
February 2004	March 5, 2004
March 2004	April 7, 2004
April 2004	May 7, 2004
May 2004	June 7, 2004
June 2004	July 8, 2004

**Important Notes:**

- Electronic Funds Transfer (EFT) must be received no later than the fifth business day of the following month. For example, the EFT due date for the September 2003 deductions is October 7, 2003.
- Make sure that the three digit town code (without # number sign) on your EFT transmission to our bank is the same three digit town number you are using on your end of month transmittal.
- The EFT need only be a single dollar amount transferred from your bank to our bank. It is not necessary to allocate your deposit by 6%, 1%, Voluntary and Service Contract payments. This allocation will be determined when you send your monthly transmittal to us at the end of each month.
- There is no provision in the current statute that would permit any Teachers' Retirement Board staff member to waive any interest assessment that has been levied due to a late deposit of the mandatory contributions.

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