



STATE OF CONNECTICUT
TEACHERS' RETIREMENT BOARD
765 ASYLUM AVE HARTFORD, CT 06105
Toll-Free 1-800-504-1102 (860) 241-8426 Fax (860) 241-9295 www.ct.gov/trb

TO: School Business Officials

DATE: August 25, 2009

SUBJECT: 2009-2010 Electronic Funds Transfer (EFT) and Transmittal File Due Dates and Contribution Schedule

**EFT AND TRANSMITTAL FILE DUE DATES
FOR LOCAL SCHOOL DISTRICTS
SCHOOL YEAR 2009-2010**

MONTH COVERED	DUE DATE
September 2009	October 7, 2009
October 2009	November 6, 2009
November 2009	December 7, 2009
December 2009	January 8, 2010
January 2010	February 5, 2010
February 2010	March 5, 2010
March 2010	April 7, 2010
April 2010	May 7, 2010
May 2010	June 7, 2010
June 2010	July 8, 2010

Important Notes:

- Teachers' Retirement Board (TRB) must receive both the EFT and the transmittal no later than the fifth business day of the following month. For example, the due date for the September 2009 deductions and transmittal is October 7, 2009. An interest charge of 9% per year will be applied if TRB does not receive either the members' contributions or the transmittal by the due date.
- Make sure that the three digit town code (without the number sign) on your EFT transmission to our bank is the same three digit town number you are using on your 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 Regular, Health Fund, Voluntary and Service Contract payments. The transmittal will determine this allocation.

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