



STATE OF CONNECTICUT
TEACHERS' RETIREMENT BOARD
765 ASYLUM AVE HARTFORD, CT 06105
Toll-Free 1-800-504-1102 (860) 241-8429 Fax (860) 241-9295 www.ct.gov/trb

TO: Transmittal Processors
FROM: Louis Laccavole
CC: Business Managers
DATE: September 6, 2011
SUBJECT: 2011-2012 Electronic Funds Transfer (EFT) and Transmittal File Due Dates and Contribution Schedule

**EFT AND TRANSMITTAL FILE DUE DATES
FOR LOCAL SCHOOL DISTRICTS
SCHOOL YEAR 2011-2012**

MONTH COVERED	DUE DATE
September 2011	October 7, 2011
October 2011	November 7, 2011
November 2011	December 7, 2011
December 2011	January 9 2012
January 2012	February 7, 2012
February 2012	March 7, 2012
March 2012	April 9, 2012
April 2012	May 7, 2012
May 2012	June 7, 2012
June 2012	July 9, 2012

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 2011 deductions and transmittal is October 7, 2011. 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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