



CT 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: School Business Officials

DATE: July 25, 2012

SUBJECT: 2012-2013 Electronic Funds Transfer (EFT) and Transmittal File Due Dates and Contribution Schedule

**EFT AND TRANSMITTAL FILE DUE DATES
FOR LOCAL SCHOOL DISTRICTS
SCHOOL YEAR 2012-2013**

MONTH COVERED	DUE DATE
September 2012	October 5, 2012
October 2012	November 7, 2012
November 2012	December 7, 2012
December 2012	January 8, 2013
January 2013	February 7, 2013
February 2013	March 7, 2013
March 2013	April 5, 2013
April 2013	May 7, 2013
May 2013	June 7, 2013
June 2013	July 8, 2013

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 2012 deductions and transmittal is October 5, 2012. 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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