



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 31, 2013
SUBJECT: 2013-2014 Electronic Funds Transfer (EFT) and Transmittal File Due Dates and Contribution Schedule

**EFT AND TRANSMITTAL FILE DUE DATES
FOR LOCAL SCHOOL DISTRICTS
SCHOOL YEAR 2013-2014**

MONTH COVERED	DUE DATE
September 2013	October 7, 2013
October 2013	November 7, 2013
November 2013	December 6, 2013
December 2013	January 8, 2014
January 2014	February 7, 2014
February 2014	March 7, 2014
March 2014	April 7, 2014
April 2014	May 7, 2014
May 2014	June 6, 2014
June 2014	July 8, 2014

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 2013 deductions and transmittal is October 7, 2013. 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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