



CT TEACHERS' RETIREMENT BOARD
765 ASYLUM AVE HARTFORD, CT 06105
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TO: School Business Officials
DATE: August 25, 2017
SUBJECT: 2017-2018 Electronic Funds Transfer (EFT) and Transmittal File Due Dates and Contribution Schedule

**EFT AND TRANSMITTAL FILE DUE DATES
FOR LOCAL SCHOOL DISTRICTS
SCHOOL YEAR 2017-2018**

MONTH COVERED	DUE DATE
September 2017	October 6, 2017
October 2017	November 7, 2017
November 2017	December 7, 2017
December 2017	January 8, 2018
January 2018	February 7, 2018
February 2018	March 7, 2018
March 2018	April 6, 2018
April 2018	May 7, 2018
May 2018	June 7, 2018
June 2018	July 9, 2018

Important Notes:

- CT Teachers' Retirement Board (CTRB) 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 2017 deductions and transmittal is October 6, 2017. An interest charge of 9% per year will be applied if CTRB 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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