



CT TEACHERS' RETIREMENT BOARD

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www.ct.gov/trb

TO: All CORE Payroll Users with Employees who are Members of the CT Teachers' Retirement System

FROM: Shantelle Varrs, Fiscal Administrative Manager, CT Teachers' Retirement Board (CTRB)

DATE: August 24, 2016

SUBJECT: MSA Payroll Schedule 2016-2017

In order to standardize contributions to CTRB, you should begin 2016-2017 payroll contributions with the payroll check dated September 16, 2016 (pay period ending September 1, 2016).

Two bi-weekly payrolls will constitute a month, to be remitted by the Comptroller's Office to CTRB for the following paychecks:

<u>PAY PERIOD END DATES</u>	<u>PAY CHECK DATED</u>	<u>MONTH COVERED</u>
9/1, 9/15	September 16, 2016 and September 30, 2016	September 2016
9/29, 10/13	October 14, 2016 and October 28, 2016	October 2016
10/27, 11/10	November 10, 2016 and November 25, 2016	November 2016
11/24, 12/8	December 9, 2016 and December 23, 2016	December 2016
12/22, 1/05	January 06, 2017 and January 20, 2017	January 2017
1/19, 2/2	February 03, 2017 and February 17, 2017	February 2017
2/16, 3/2	March 03, 2017 and March 17, 2017	March 2017
3/16, 3/30	March 31, 2017 and April 13, 2017	April 2017
4/13, 4/27	April 28, 2017 and May 12, 2017	May 2017
5/11, 5/25	May 26, 2017 and June 9, 2017	June 2017

CONTRIBUTIONS ARE BASED ON 7.25% OF THE ANNUAL SALARY RATE, NOT ON ACTUAL GROSS BI-WEEKLY SALARY. LONGEVITY AND MIP/PIP PAYMENTS ARE INCLUDABLE IN THE REPORTED SALARY ON WHICH 7.25% IS TO BE CONTRIBUTED.

Please direct questions concerning this memorandum to me at (860) 241-8429 or Shantelle.Varrs@ct.gov