



## CT TEACHERS' RETIREMENT BOARD

765 ASYLUM AVENUE, HARTFORD, CT 06105-2822  
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[www.ct.gov/trb](http://www.ct.gov/trb)

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

FROM: Loc Pho, Associate Accountant, CT Teachers' Retirement Board (CTRB)

DATE: August 2, 2017

SUBJECT: MSA Payroll Schedule 2017-2018

In order to standardize contributions to CTRB, you should begin 2017-2018 payroll contributions with the payroll check dated September 15, 2017 (pay period ending August 31, 2017).

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>
8/31, 9/14	September 15, 2017 and September 29, 2017	September 2017
9/28, 10/12	October 13, 2017 and October 27, 2017	October 2017
10/26, 11/9	November 9, 2017 and November 24, 2017	November 2017
11/23, 12/7	December 8, 2017 and December 22, 2017	December 2017
12/21, 1/04	January 5, 2018 and January 19, 2018	January 2018
1/18, 2/1	February 2, 2018 and February 16, 2018	February 2018
2/15, 3/1	March 2, 2018 and March 16, 2018	March 2018
3/15, 3/29	March 30, 2018 and April 13, 2018	April 2018
4/12, 4/26	April 27, 2018 and May 11, 2018	May 2018
5/10, 5/24	May 25, 2018 and June 8, 2018	June 2018

**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) 241-8422 or [loc.pho@ct.gov](mailto:loc.pho@ct.gov).