

CACHE COUNTY SCHOOL DISTRICT
Human Resource Office

RETIREMENT NOTICE

Due February 20

Name _____ Date of Birth _____

School _____ Position _____

Proposed Date of Retirement from Cache County School District _____

You will need to request an application for retirement with the Utah Retirement Systems (1-800-695-4877) 90 days before your retirement date.

Employee's Signature

Home Address

City

Zip

REQUEST FOR DISTRICT RETIREMENT/TERMINATION BENEFIT

Complete if requesting District Retirement Benefit --Termination Lump Sum and payment for unused sick leave. (Form must be submitted no later than **February 20th**).

1. Eligible for retirement with the Utah Retirement System? _____
2. Years of Service Credit with the Utah Retirement System. _____
3. Number of years employed with Cache County School District. _____
4. Requesting the Early Retirement Buy Out? _____
(If yes, attach documentation of 28 years service credit).

Verification - Benefits Department _____
Date