

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 20<sup>th</sup>**).

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