

Guide for members within five years of retirement or entering DROP.

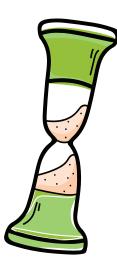


2-3 YEARS BEFORE RETIREMENT

☐ REVIEW and RESOLVE any issues with your employer regarding the accuracy of your years of service and any purchases or transfers of service credit.

2 YEARS BEFORE RETIREMENT

- ☐ CALCULATE an estimate of your benefits online through Member Access.
- ☐ REQUEST a benefit estimate on Member Access or submit a *Benefit Estimate* (Form 10).
- ☐ ATTEND a retirement seminar. Virtual and in-person options are available.



4-6 MONTHS BEFORE RETIREMENT

- ☐ APPLY for retirement through Member Access or submit an *Application for Service Retirement, ILSB, or DROP* (Form 11).
- □ SUBMIT a *Direct Deposit of Benefits* (**Form 15D**) to designate the financial institution that will receive your retirement funds (unless you are entering DROP).

APPROXIMATELY 2 WEEKS AFTER APPLYING FOR RETIREMENT

- ☐ TRSL will acknowledge receipt of your application via mail. If you do not receive this acknowledgment, contact TRSL to check the status of your application.
- ☐ Send TRSL copies of supporting documents for you and your beneficiary.

CLOSER TO YOUR RETIREMENT DATE

- ☐ TRSL will send you an Affidavit of Retirement Option Election (Form 11E).
- ☐ REVIEW the affidavit instructions carefully. Select a retirement option, notarize, and return the original affidavit to TRSL.
 - Once you deposit your first retirement check (includes direct deposit), you are officially retired and cannot change you retirement status.



WHEN TO EXPECT YOUR BENEFIT PAYMENT

TRSL makes benefit payments available for deposit into your checking or savings account on the first day of the month. However, when the first falls on a weekend or holiday, your financial institution may not post it to your account until the next business day.

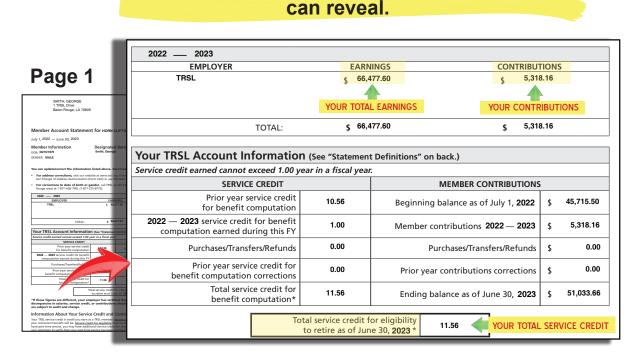
www.TRSL.org • www.AskTRSL.org • 225-925-6446 • 877-ASK-TRSL

My Retirement Info

Wondering what mile marker you're at on the road to retirement? Find out with your Member Statement.

Here's what your member statement

Member Statements are posted every year to Member Access with updated information about your service credit, beneficiaries and monthly average compensation. Log into Member Access to start viewing this valuable retirement roadmap.



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What form do I use to apply for retirement/DROP?

To apply, use the *Application for Service Retirement*, ILSB or DROP (Form 11), available online at www.TRSL.org/forms or via Member Access.

What is the Deferred Retirement **Option Plan (DROP)?**

DROP is an optional program that allows you to build a savings nest egg for up to three years on a tax-deferred basis. Upon retirement, you can begin withdrawals from your DROP account.

What happens to my sick leave?

Upon retirement, you may receive up to 25 days of your unused sick leave at your daily rate of pay from your employer. After retirement, any remaining unused sick leave can be converted to service credit (up to 1 year). Sick leave cannot be used to reach eligibility for retirement.

What happens to my insurance?

Health and life insurance are benefits of employmenteven in retirement. Consult with your employer about any insurance matters, like coverage and premiums.

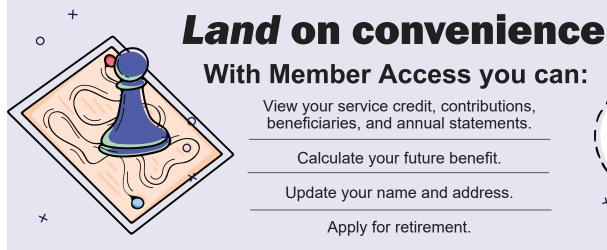
How and when do I get my first retirement check?

Benefits are paid on the first business day of each month and you must be retired for 30 days prior to receiving your first retirement check. Your first check will be a paper check. All subsequent payments are made by direct deposit.



View this short **FAQ** video with more info!

(Scan this QR code for video)



With Member Access you can:

View your service credit, contributions, beneficiaries, and annual statements.

Calculate your future benefit.

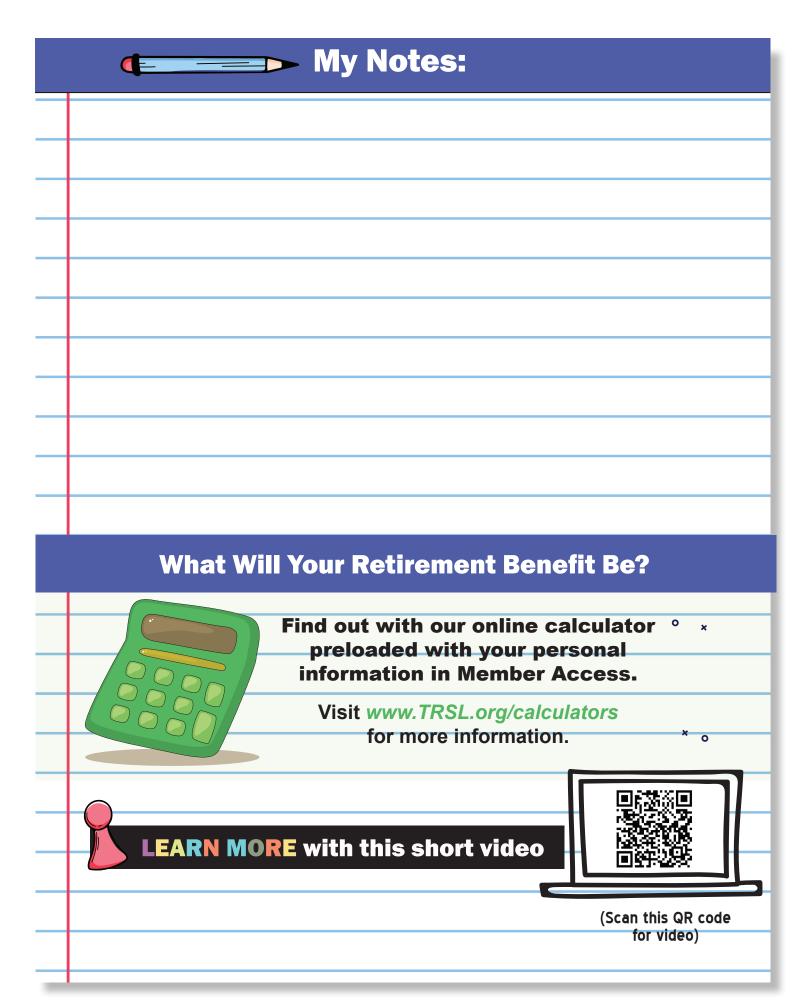
Update your name and address.

Apply for retirement.

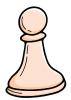


Create your account at www.TRSL.org/MemberAccess.

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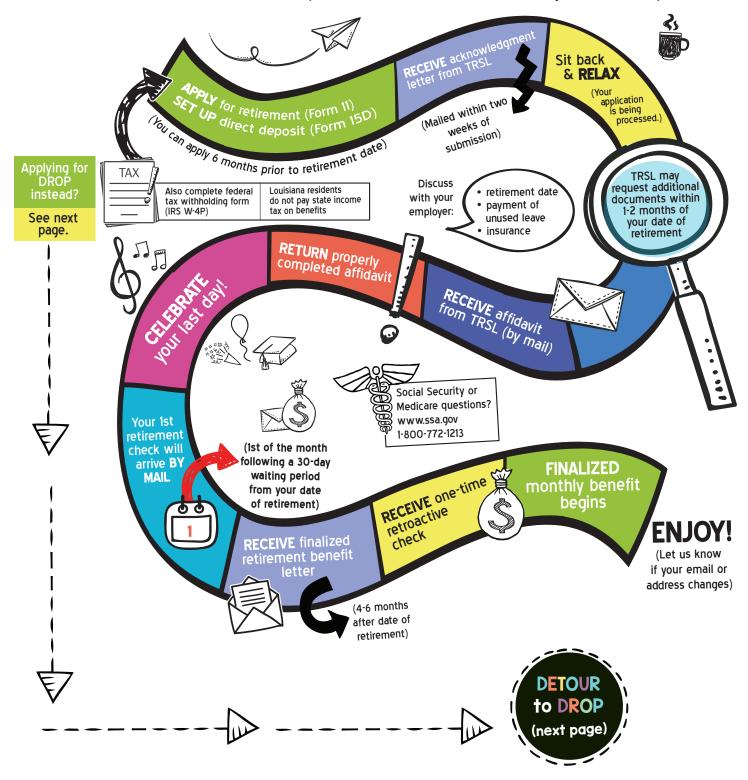


Destination Retirement



Congratulations! Your destination to retirement is almost here. As you land on important career milestones, each planned move places you closer to the finish line! You're almost there—so keep moving in the right direction. And remember, TRSL is here to help.

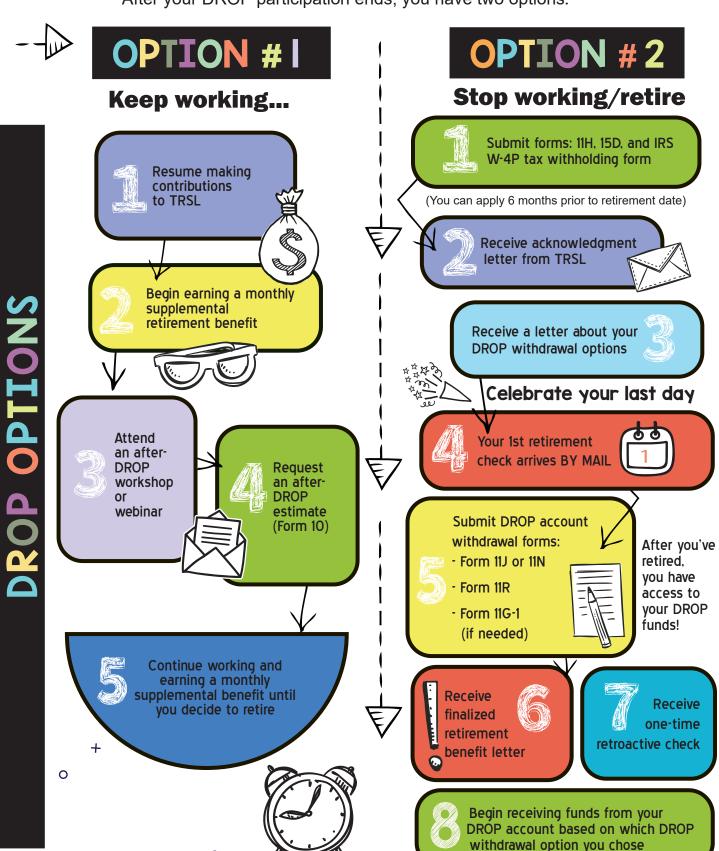
The retirement process can be exciting and simple.



All about DROP

Delay retirement and build a tax-deferred nest egg for up to three years with DROP.

After your DROP participation ends, you have two options.





CONTACT US:

Physical address:

8401 United Plaza Blvd, Ste 300 Baton Rouge LA 70809-7017

Mailing address:

PO Box 94123 Baton Rouge LA 70804-9123 **Telephone:** 225-925-6446 Toll free (outside Baton Rouge area): 1-877-ASK-TRSL (1-877-275-8775)



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