

Did You Know...



How do I Begin the Process of Retirement?

Have you obtained a pension benefit estimate? Have you met with your financial planner? If you don't have a financial planner, have you met with Retirement's Financial Wellness team that is available to you free of charge? Have you researched and planned for Social Security, Medicare, or other health benefit options? If so, it looks like you are on your way to transitioning to retired life!!

To get started with your retirement benefit, follow these simple steps. Please keep in mind that if you wish to begin a benefit with minimal delay, your last day of work and your final paycheck should occur in the same month. At least two weeks prior to your last day, or up to a few months prior, contact the Retirement Office by stopping in, email or phone to request a Retirement Application. Prepare your resignation notice to your department to include with the application submission. Department resignation policies may vary so check with your payroll clerk or HR department to understand the policies. Failure to give proper notice to your department may delay the application from being processed and may result in a monetary loss. Contact your Central HR department to ask about post-employment benefits and to give them a heads up that you will be retiring. Applications are due no later than the last day of the month in which you receive your final paycheck. Your first pension check will be issued in the following month.



ALLEGHENY COUNTY

EMPLOYEES' RETIREMENT SYSTEM