



## Pension Application Deadlines for Calendar Year 2016

In an effort to ensure employees are put on pension in a timely manner and to avoid delays in healthcare, we are providing a pension application deadline for 2016. We encourage this to be shared with employees in order for them to understand the importance of notifying their Human Resources office with sufficient time to process.

MONTH	PENSION EFFECTIVE DATE	SIGNED PENSION APPLICATION DUE TO PENSION OFFICE	PAYROLL MONTH
JANUARY	1/1/2016	12/1/2015	FEBRUARY
FEBRUARY	2/1/2016	1/1/2016	MARCH
MARCH	3/1/2016	2/1/2016	APRIL
APRIL	4/1/2016	3/1/2016	MAY
MAY	5/1/2016	4/1/2016	JUNE
JUNE	6/1/2016	5/1/2016	JULY
JULY	7/1/2016	6/1/2016	AUGUST
AUGUST	8/1/2016	7/1/2016	SEPTEMBER
SEPTEMBER	9/1/2016	8/1/2016	OCTOBER
OCTOBER	10/1/2016	9/1/2016	NOVEMBER
NOVEMBER	11/1/2016	10/1/2016	DECEMBER
DECEMBER	12/1/2016	11/1/2016	JANUARY

Questions? Please contact our Pension Administration section at (302) 739-4208.