

# RETIREMENT ELECTION FORM

I understand I must select a retirement option within *60 days of my employment*. If I do not make an election within 60 days of my employment, I must enroll in the Teachers Retirement System of Georgia. I further understand that my election will be irrevocable. I will complete the appropriate election forms once I have made my decision.

To participate in the ORP you must complete the following forms:

- 1) Optional Retirement Plan Election Form TRS-ME-2: This election form will be forwarded to the Teachers Retirement System Board of Trustees. The form must be completed in full and submitted to the Human Resources/Benefits Office.
- 2) Enrollment Form – Regents Retirement Plan: You may select any or all of the four approved participating companies for your investment. Contributions will be sent to the company designated on this form. Submit this form to your Human Resources/Benefits Office.
- 3) Investment Company Application(s): The appropriate company application must be completed to establish an account. Contributions cannot be accepted by the company unless you have established an account. The original or a copy of this form should be sent to Human Resources/Benefits Office.

To participate in the Teachers Retirement System of Georgia, complete: **TRS Form 2-A**

The original form must be forwarded to Human Resources/Benefits Office.

Name	
Date of Hire	
Panther #	
HR Empl ID	

\_\_\_\_\_  
Employee Signature

\_\_\_\_\_  
Date