

Training Alert! **PREPARING FOR RETIREMENT**

This class is designed for City of Seattle employees who are planning to retire within the next 3 years.

In this class, you will learn:

- ◆ What to expect from City Retirement System, Social Security, Medicare, Medicaid.
- ◆ Strategies to enhance your financial security through financial planning.
- ◆ Factors to consider in estate planning

Target Audience

This course is for City of Seattle employees who are approaching retirement and are members of the Seattle City Employees' Retirement System and their spouses/partners.

Instructors

The instructors are specialists in the field of retirement including:

**Financial Planning
Statewide Health Insurance Benefits (SHIBA)**

**City Retirement System Specialists
Social Security**

Class Dates and Time

Class takes place downtown in the Retirement Office, on the 9th Floor of the Pacific Building, 720 Third Avenue. Different topics are covered in each of the classes, which are held in the evening for four consecutive weeks as follows:

**Thursday evening: March 8, 2012 (6:15 – 8:15pm) Thursday evening: March 15, 2012 (6:15-8:15pm)
Thursday evening: March 22, 2012 (4-5:30pm) Thursday evening: March 29, 2012 (6:15-8:15pm)**

Space is limited. **Pre-registration is required.**

Priority is given from the waiting list based on your projected date of retirement.

Spaces in the class will be allocated, and confirmation letters distributed approximately 4 weeks before each program begins.

For further information, call **Frankie Graziani** at **(206) 386-1293**

To sign up for the class, complete the application form and return it to:
Frankie Graziani, Retirement Office
Mail Stop PB-09-01
720 – 3rd Ave, #900, Seattle, WA 98104.

ADA/Reasonable accommodation is provided upon request.

All Four Evening Classes

City Retirement Benefits	Statewide Health Insurance Benefits (SHIBA)	Social Security Benefits	Financial Planning
March 8, 2012 6:15 – 8:15pm	March 15, 2012 6:15 – 8:15pm	March 22, 2012 4 – 5:30pm	March 29, 2012 6:15 – 8:15pm
<input type="checkbox"/> Yourself <input type="checkbox"/> Yourself & Spouse/Partner	<input type="checkbox"/> Yourself <input type="checkbox"/> Yourself & Spouse/Partner	<input type="checkbox"/> Yourself <input type="checkbox"/> Yourself & Spouse/Partner	<input type="checkbox"/> Yourself <input type="checkbox"/> Yourself & Spouse/Partner

Please ensure the appropriate option is checked for each class you will attend

Please request a Retirement Estimate from our office before submitting this application to the Retirement Office. Retirement estimates may take several weeks to complete depending upon our backlog and the complexity of your work history. Alternatively, the Retirement Benefit Calculator is online at: www.cityofseattle.net/retirement/calculators.htm or www.seattle.gov/retirement/calculators.htm if you wish to prepare an estimate yourself. We have limited the preparation of retirement estimates to those that are planning to retire within three (3) years. If your planned retirement date is more than three (3) years away, you will be able to use the online calculator that is linked above. **Please bring a copy of the Retirement Estimate with you to the first seminar.**

To register for the class, please complete and return this form to the Retirement Office. Class sizes are limited. Class placement will be confirmed approximately 4-6 weeks prior to each class session. Those closest to retirement will be given priority. **Please do not presume placement in the requested program until you receive confirmation.**

You will be notified whether your application has been approved or postponed, via the US mail, as well as by email. **Only the applicants that have been approved will be granted access to the seminars.** We will keep a waiting list with the names of those who were not accepted and will attempt to place them into a subsequent seminar series, prioritizing those closest to retirement.

This program is funded by the Retirement System. There is no admission charge.

We recommend that you also consider attending one of the Deferred Compensation seminars put on by the Plan Administrator. Those sessions will be announced on the City In web Home Page.

Thank you for your interest in the Preparing for Retirement Seminars.

Name: _____ Employee #: _____

Phone: _____ Email: _____

Birth Date: _____ Projected Retire Date: _____

Estimated Retirement Service Credit (years): _____

Return completed form to: Seattle City Employees' Retirement System
 720 Third Avenue, Suite 900
 Seattle, WA 98104

or

Mail Stop: PB-09-01

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