



County Employees' Retirement Fund

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Clerk Bulletin

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Uploading Payroll Headers

Reminder: After uploading payroll headers into CARS, you will need to answer all questions (rows in review) on the report. Upon completion, the payroll header must be submitted to CERF. The processing of the payroll header cannot be completed by CERF until these steps are completed.

Pre-Retirement Seminar

CERF is going to have a pre-retirement seminar at its Jefferson City headquarters on Tuesday, November 14. The session is aimed at employees who are within five years of retirement. Participants will need to register online so we can have a packet waiting for them, and spouses are also welcome. Registration information is at mocerf.org. The morning session is already full; there are still some slots available for the 1 p.m. session. CERF plans to have regional seminars throughout the state in 2018.

Contribution Election Form

At the end of each calendar year, counties must inform CERF of any changes to its contribution election for the upcoming year. Counties can choose to pay up to 4% on behalf of employees. Don't forget to complete and return the Contribution Election Form, indicating if you want the current election to remain in place, or if you want to change your current election. The form needs to be returned to CERF as soon as possible. After December 1, 2017, you may not make any changes to your 2018 election.

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