



County Employees' Retirement Fund

2121 Schotthill Woods Drive

Jefferson City, MO 65101

Phone: (877) 632-2373

Fax: (573) 761-4404

Web Site: www.mocerf.org

Clerk Bulletin

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Medical Leave

Your county must have a written medical leave policy, stating the number of months allowed, in order for CERF to honor that as service credit, for a period up to 12 months. If your county simply follows the Family Medical Leave Act of 1993 (12 weeks), a written statement to that effect must be included in your county personnel handbook.

Updated 2N Form

CERF has updated its 2N form (Version 5.4) for employees who terminate non-vested. The updated form is attached to this email. It is to be submitted through CARS. Please replace the previous version in the County Clerk Handbook with this one.

Don't Forget to Send Beneficiary Forms

Some counties have employees complete beneficiary forms, and then just hang on to those forms. It's fine to keep a copy of the form for your own records, but don't forget to submit the forms to CERF also. You can fax the forms to (573) 761-4404; or mail them to CERF. Additionally, you can submit the forms through CARS, using the Upload Supplemental File. Simply scan and attach the documents.

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. Space is limited, so encourage employees to register as soon as possible. CERF plans to have regional seminars throughout the state in 2018.

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