

NOTICE REGARDING POSSIBLE MISSING RETIREMENT CONTRIBUTIONS

Typically, retirement contributions are deducted from your bi-weekly check or direct deposit, and are transferred to your account here at the Los Angeles City Employees' Retirement System (LACERS). You are entitled to receive Service Credit only when the retirement contribution corresponding to the payroll period in which you received compensation is deposited in your account. Upon receiving your application for retirement your account will be audited for missing contributions. If you are missing contributions, you will be notified and asked to pay LACERS directly.

Your effective date of retirement falls into a certain payroll period. On the payday corresponding to that payroll period you are normally paid for the days for which you actually worked or charged sick time or vacation time for that period. Sometimes, however, departments pay your lump-sum sick time and vacation time payoff in the same payroll period as your effective date of retirement. When this occurs, LACERS cannot, and does not, receive a retirement contribution because your payroll status has been changed to "Leave Pending Retirement". Also, if you receive an emergency check from your Department, LACERS does not receive a retirement contribution.

If any retirement contributions are missing from your account, LACERS will not be able to process your retirement. This may delay your first retirement check by one or more months.

Therefore, please examine your last check or direct deposit statement corresponding to your effective date of retirement. If no retirement deduction was deducted, please issue a check to LACERS, as soon as possible.

If you have questions, please contact your Retirement Counselor or call our Communications Center at (213) 473-7200 or (800) 779-8328 and ask to speak to a Counselor.