

EMPLOYEES' RETIREMENT SYSTEM
COUNSELING APPOINTMENTS FOR EMPLOYEES
RETIRING SEPTEMBER 2018 – DECEMBER 2018

The ERS has scheduled counseling appointments for employees retiring in 2018 on September 1, October 1, November 1, December 1 and December 31 on Oahu only. Neighbor island employees may contact our island district liaisons for an appointment. Employees filing disability retirements should contact ERS directly.

Individual Counseling

Staff will counsel employees on their retirement benefits, provide general information regarding the retirement process, and assist them with the completion of their retirement application and other required forms.

Scheduling an Appointment

Please complete the attached form ERS-FSF to select an appointment date and time and return the form to our office at least 4 weeks prior to your requested appointment date. Please be advised that your appointment must not be more than 150 days and not less than 30 days before retirement date.

Location

All appointments will be held at the ERS Oahu office at 201 Merchant Street, Suite 1400. We suggest that you check in with the ERS reception desk at least 10 minutes prior to your scheduled appointment to pre-register. **Late arrivals may be rescheduled for another time.** We encourage your spouse and/or other parties to attend. Limited parking is available for validation in the building.

If you have additional questions, please call the Oahu office at (808) 586-1735. You may also visit the ERS website at <http://ers.ehawaii.gov/> for more retirement information.

EMPLOYEES' RETIREMENT SYSTEM

Retirement Dates		Counseling Appointment Dates and Times	
September 1, 2018	July 2018	Day of Week	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	6	Friday	
	10	Tuesday	
	13	Friday	
	18	Wednesday	
	20	Friday	
	24	Tuesday	
	26	Thursday	
	31	Tuesday	
	August 2018	Day of Week	
	1	Wednesday	
	2	Thursday	

October 1, 2018	July 2018	Day of Week	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	6	Friday	
	10	Tuesday	
	13	Friday	
	18	Wednesday	
	20	Friday	
	24	Tuesday	
	26	Thursday	
	31	Tuesday	
	August 2018	Day of Week	
	1	Wednesday	
	2	Thursday	
	7	Tuesday	
	9	Thursday	
	14	Tuesday	
	16	Thursday	
	22	Wednesday	
	24	Friday	
	29	Wednesday	
	31	Friday	

November 1, 2018	July 2018	Day of Week	
	6	Friday	
	10	Tuesday	
	13	Friday	
	18	Wednesday	

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Retirement Dates		Counseling Appointment Dates and Times	
November 1, 2018	July 2018	Day of Week	Times
	20	Friday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	24	Tuesday	
	26	Thursday	
	31	Tuesday	
	August 2018	Day of Week	
	1	Wednesday	
	2	Thursday	
	7	Tuesday	
	9	Thursday	
	14	Tuesday	
	16	Thursday	
	22	Wednesday	
	24	Friday	
	29	Wednesday	
	31	Friday	
	September 2018	Day of Week	Times
	5	Wednesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	7	Friday	
	12	Wednesday	
	14	Friday	
	26	Wednesday	
	28	Friday	
	October 2018	Day of Week	
	1	Monday	
	2	Tuesday	

December 1, 2018	July 2018	Day of Week	Times
	6	Friday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	10	Tuesday	
	13	Friday	
	18	Wednesday	
	20	Friday	
	24	Tuesday	
	26	Thursday	
	31	Tuesday	
	August 2018	Day of Week	
	1	Wednesday	
	2	Thursday	

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Retirement Dates	Counseling Appointment Dates and Times			
December 1, 2018	August 2018	Day of Week	Times	
	7	Tuesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM	
	9	Thursday		
	14	Tuesday		
	16	Thursday		
	22	Wednesday		
	24	Friday		
	29	Wednesday		
	31	Friday		
	September 2018	Day of Week		
	5	Wednesday		
	7	Friday		
	12	Wednesday		
	14	Friday		
	26	Wednesday		
	28	Friday		
	October 2018	Day of Week		
	1	Monday		
	2	Tuesday		
	8	Monday		
	9	Tuesday		
	10	Wednesday		
	11	Thursday		
	12	Friday		
	17	Wednesday		
	19	Friday		
	24	Wednesday		
	26	Friday		
	31	Wednesday		
	November 2018	Day of Week		
	1	Thursday		

December 31, 2018	August 2018	Day of Week	Times
	7	Tuesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	9	Thursday	
	14	Tuesday	
	16	Thursday	
	22	Wednesday	
	24	Friday	

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	29	Wednesday	
	31	Friday	
	September 2018	Day of Week	
	5	Wednesday	
	7	Friday	
	12	Wednesday	
	14	Friday	
	26	Wednesday	
	28	Friday	
	October 2018	Day of Week	
	1	Monday	
	2	Tuesday	
	8	Monday	
	9	Tuesday	
	10	Wednesday	8:00 AM
	11	Thursday	9:15 AM
	12	Friday	10:30 AM
	17	Wednesday	1:00 PM
	19	Friday	2:15 PM
	24	Wednesday	
	26	Friday	
	31	Wednesday	
	November 2018	Day of Week	
	1	Thursday	
	7	Wednesday	
	9	Friday	
	14	Wednesday	
	16	Friday	
	19	Monday	
	21	Wednesday	
	28	Wednesday	
	29	Thursday	
30	Friday		

Employees' Retirement System
201 Merchant Street, Suite 1400
Honolulu, HI 96813
Phone (808) 586-1735 Fax. (808) 586-1677
<http://ers.hawaii.gov/>

____ SSS to send confirmation letter
____ SSS to send retirement packet
_____ date assigned to SSS

RETIREMENT COUNSELING APPOINTMENT REGISTRATION FORM

(Please print)

The following information is needed for your registration:

Name: _____ S. S. No.: _____

Address: _____ Birth date: _____

_____ Phone: _____(W)_____ (H)

(1) Retirement Date: _____

(Your retirement date must be the 1st of the month except for December when retirement can be either the 1st or 31st of the month)

(2) Appointment: Date: _____ Time: _____ am / pm

(3) Please indicate your retirement plan: Contributory Noncontributory Hybrid

(4) Do you need an application packet? Yes No

(5) Have you already filed a retirement application for your retirement date? Yes No

(6) Do you need an estimate for the retirement date in Item #1 above? Yes No

Beneficiary Name (one only): _____ Birth date: _____

Relationship: _____

(7) Position Title: _____

Department: _____ State -or- County of _____

(8) Do you have a claim for acquisition of service?

* Claim Attached - or - Claim was submitted on: _____

* If you need to file a claim for service, visit our website to print the claim form or contact the ERS to request the form. All requests and payments must be completed before your retirement date.

FOR ERS USE ONLY
Initials: _____ Date: _____