

**EMPLOYEES' RETIREMENT SYSTEM**  
**COUNSELING APPOINTMENTS FOR EMPLOYEES**  
**RETIRING MARCH 2019 – AUGUST 2019**

The ERS has scheduled counseling appointments for employees retiring in 2019 on March 1, April 1, May 1, June 1, July 1 and August 1 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		
<b>March 1, 2019</b>	<b>January 2019</b>	<b>Day of Week</b>	<b>Times</b>
			8:00 AM
			9:15 AM
			10:30 AM
			1:00 PM
	<b>30</b>	Wednesday	2:15 PM

<b>April 1, 2019</b>	<b>February 2019</b>	<b>Day of Week</b>	<b>Times</b>
	6	Wednesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	8	Friday	
	14	Thursday	
	20	Wednesday	
	21	Thursday	
	22	Friday	
	27	Wednesday	
	28	Thursday	
	<b>March 2019</b>	<b>Day of Week</b>	
<b>1</b>	Friday		

<b>May 1, 2019</b>	<b>February 2019</b>	<b>Day of Week</b>	<b>Times</b>
	6	Wednesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	8	Friday	
	14	Thursday	
	20	Wednesday	
	21	Thursday	
	22	Friday	
	27	Wednesday	
	28	Thursday	
	<b>March 2019</b>	<b>Day of Week</b>	
	1	Friday	
	6	Wednesday	
	8	Friday	
	14	Thursday	
18	Monday		
19	Tuesday		

**EMPLOYEES' RETIREMENT SYSTEM**

<b>Retirement Dates</b>	<b>Counseling Appointment Dates and Times</b>		
<b>May 1, 2019</b>	<b>March 2019</b>	<b>Day of Week</b>	<b>Times</b>
	20	Wednesday	8:00 AM 9:15 AM 1:00 PM 2:15 PM
	21	Thursday	
	22	Friday	
	28	Thursday	
	29	Friday	
	<b>April 2019</b>	<b>Day of Week</b>	
	1	Monday	

<b>June 1, 2019</b>	<b>February 2019</b>	<b>Day of Week</b>	<b>Times</b>
	6	Wednesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	8	Friday	
	14	Thursday	
	20	Wednesday	
	21	Thursday	
	22	Friday	
	27	Wednesday	
	28	Thursday	
	<b>March 2019</b>	<b>Day of Week</b>	
	1	Friday	
	6	Wednesday	
	8	Friday	
	14	Thursday	
	18	Monday	
	19	Tuesday	
	20	Wednesday	
	21	Thursday	
	22	Friday	
	28	Thursday	
	29	Friday	
	<b>April 2019</b>	<b>Day of Week</b>	
	1	Monday	
5	Friday		
10	Wednesday		

**EMPLOYEES' RETIREMENT SYSTEM**

<b>Retirement Dates</b>	<b>Counseling Appointment Dates and Times</b>		
<b>June 1, 2019</b>	<b>April 2019</b>	<b>Day of Week</b>	<b>Times</b>
	12	Friday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	16	Tuesday	
	17	Wednesday	
	24	Wednesday	
	26	Friday	
	30	Tuesday	
	<b>May 2019</b>	<b>Day of Week</b>	
	1	Wednesday	
	2	Thursday	

<b>July 1, 2019</b>	<b>February 2019</b>	<b>Day of Week</b>	<b>Times</b>
	6	Wednesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	8	Friday	
	14	Thursday	
	20	Wednesday	
	21	Thursday	
	22	Friday	
	27	Wednesday	
	28	Thursday	
	<b>March 2019</b>	<b>Day of Week</b>	
	1	Friday	
	6	Wednesday	
	8	Friday	
	14	Thursday	
	18	Monday	
	19	Tuesday	
	20	Wednesday	
	21	Thursday	
	22	Friday	
	28	Thursday	
	29	Friday	
	<b>April 2019</b>	<b>Day of Week</b>	
	1	Monday	
5	Friday		

**EMPLOYEES' RETIREMENT SYSTEM**

Retirement Dates	Counseling Appointment Dates and Times		
<b>July 1, 2019</b>	<b>April 2019</b>	<b>Day of Week</b>	<b>Times</b>
	10	Wednesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	12	Friday	
	16	Tuesday	
	17	Wednesday	
	24	Wednesday	
	26	Friday	
	30	Tuesday	
	<b>May 2019</b>	<b>Day of Week</b>	
	1	Wednesday	
	2	Thursday	
	10	Friday	
	15	Wednesday	
	17	Friday	
	23	Thursday	
	29	Wednesday	
	30	Thursday	
	31	Friday	

<b>August 1, 2019</b>	<b>March 2019</b>	<b>Day of Week</b>	<b>Times</b>
	6	Wednesday	8:00 AM 9:15 AM 10:30 AM 1:00 PM 2:15 PM
	8	Friday	
	14	Thursday	
	18	Monday	
	19	Tuesday	
	20	Wednesday	
	21	Thursday	
	22	Friday	
	28	Thursday	
	29	Friday	
	<b>April 2019</b>	<b>Day of Week</b>	
	1	Monday	
	5	Friday	
	10	Wednesday	

**EMPLOYEES' RETIREMENT SYSTEM**

Retirement Dates	Counseling Appointment Dates and Times		
<b>August 1, 2019</b>	<b>April 2019</b>	<b>Day of Week</b>	<b>Times</b>
	12	Friday	
	16	Tuesday	
	17	Wednesday	
	24	Wednesday	
	26	Friday	
	30	Tuesday	
	<b>May 2019</b>	<b>Day of Week</b>	
	1	Wednesday	
	2	Thursday	
	10	Friday	
	15	Wednesday	8:00 AM
	17	Friday	9:15 AM
	23	Thursday	10:30 AM
	29	Wednesday	1:00 PM
	30	Thursday	2:15 PM
	31	Friday	
	<b>June 2019</b>	<b>Day of Week</b>	
	5	Wednesday	
	13	Thursday	
	19	Wednesday	
	20	Thursday	
	21	Friday	
	26	Wednesday	
	27	Thursday	
	28	Friday	
	<b>July 2019</b>	<b>Day of Week</b>	
	2	Tuesday	

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 1<sup>st</sup> of the month except for December when retirement can be either the 1<sup>st</sup> or 31<sup>st</sup> 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: _____