

**STATE OF HAWAII**  
**EMPLOYEES' RETIREMENT SYSTEM**  
City Financial Tower  
201 Merchant Street, Suite 1400  
Honolulu, Hawaii 96813-2980  
Website: [ers.ehawaii.gov](http://ers.ehawaii.gov)

**CHANGE OF RETIREMENT DATE**

Change my retirement date from \_\_\_\_\_  
(existing date)  
to \_\_\_\_\_  
(new retirement date)

- The new retirement date is within 150 days and not less than 30 days from the date my application was filed with the Employees' Retirement System.
- The new retirement date must be effective on the 1<sup>st</sup> day of the month, except for the month of December when retirement date on the 1<sup>st</sup> or 31<sup>st</sup> is allowed.
- Any written notice of change sent by mail shall not be effective unless it is received by ERS no later than one (1) business day before the effective date of retirement.

\_\_\_\_\_  
Print Name (First, Middle, Last)

\_\_\_\_\_  
Social Security Number

\_\_\_\_\_  
Mailing Address

\_\_\_\_\_  
Phone Number

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**Representative:** If signing as Powers of Attorney (POA) Agent(s), Guardian, or Conservator, please check the box; and submit a copy of the document authorizing you to act in this capacity.