



Information for New Retirees on the Pension Plan

FRS Information

- a) **Review the information letter** included in the Florida Retirement System (FRS) Retiree Packet, which is mailed to you around the time you receive your first benefit payment.
- b) **Complete and submit the following forms.** You may complete the forms included in your packet, or use the links at MyFRS.com which are provided below for your convenience:
 - [Direct Deposit Authorization](#)
 - [Health Insurance Subsidy Certification](#)
 - [Tax Withholding Certificate for Pension Payments \(W-4P\)](#)
- c) **Access your benefit and tax statements** at MyFRS.com or call the Financial Guidance Line at (866) 446-9377, option 3.

When Do I Get a Retirement Check?

Pension checks are deposited on the last business day of the month. The first check will be mailed on the last business day of the month following your date of separation. For example, if your date of separation is August 30, your retirement date is September 1 and your first check will be sent on September 30 which is the last business day of the month (NOTE: The first check is paper; after that all checks are direct deposit.)

Retiree Insurance Premium Invoices

Retirees on the Pension Plan will be set up for premium deductions from their monthly pension check; however, it can take 30 to 90 days for this to occur. You will receive an invoice from the Clerk of the Circuit Court Finance Division for the first month and may continue to receive a monthly invoice until premium deduction begins. If a pension check cannot cover the full amount of the premium, you will continue to receive a monthly invoice.

How to Report Changes in Personal Information

At any time in the future, **if you have a change in name, address or family status, please notify County and FRS staff:**

- a) *Pinellas County Employee Benefits:* Email employee.benefits@pinellascounty.org or call (727) 464-4570.
- b) *Florida Retirement System (FRS):*
 - Update address changes only at MyFRS.com
 - Update address, name, or family status by requesting a form from the MyFRS Financial Guidance Line at (866) 446-9377, select option 3.

Retired Employees of Pinellas County (REPCO)

REPCO meetings are held the second Monday of each month at 12:00 noon. For more information, visit www.pinellascounty.org/hr/repc or contact Rudy at (813) 855-3466.