



SACRAMENTO  
STATE

Date: \_\_\_\_\_

**TO:** Office of Human Resources

**VIA:** Appropriate Administrator \_\_\_\_\_  
(Signature)

**VIA:** Supervisor \_\_\_\_\_  
(Signature)

**FROM:** \_\_\_\_\_  
(Name) (Department)

**SUBJECT: CONFIRMATION OF RETIREMENT PLANS**

This will confirm my retirement plans.

My **CSUS Separation Date** will be \_\_\_\_\_ and my **PERS Retirement Date** will be \_\_\_\_\_.

I am requesting use of vacation credits from: \_\_\_\_\_ to: \_\_\_\_\_.  
My last day physically at work will be \_\_\_\_\_. My **CSUS Separation Date** will be \_\_\_\_\_ and my **PERS Retirement Date** will be \_\_\_\_\_.

**Please read and initial the following information.**

\_\_\_\_\_ I understand I must submit an Application for Service Retirement to the Public  
(Initials) Employees' Retirement System (CalPERS) at Lincoln Plaza East, 400 "Q" Street,  
Sacramento, CA 95814, 1-888-225-7377, no earlier than 90 days prior to my  
retirement date.

\_\_\_\_\_ Government Code Section 21224 and 21229 permits a retiree to be appointed  
(Initials) as a rehired annuitant to a CalPERS – covered staff or management position for  
no more than 960 hours in a fiscal year.

\_\_\_\_\_ Government Code Section 21220.5 states that a retired person who has not attained  
(Initials) the normal retirement age of 55 must have a separation of at least 60 calendar days  
prior to returning to work for a CalPERS-covered employer.

\_\_\_\_\_  
(Member's Signature)

\_\_\_\_\_  
(Date)