

**BROOKFIELD LOCAL SCHOOL DISTRICT
EMPLOYEE RETIREMENT FORM**

For EMIS purposes only: Board Mtg Date: _____

NAME: _____ Today's Date: _____

BLDG: _____ POSITION: _____

I plan to RETIRE from the Brookfield Local School District. My last date of work will be:

_____ (month, day, year)

My retirement begins on the following date: _____

I hereby certify that the information above related to my leave request is true and accurate. It is clearly understood that falsification of this leave request is grounds for termination of my employment or other action, pursuant to ORC §2921.13, §3319.081, §3319.141 and §3319.142:

Employee's Signature & Date

Administrator/Supervisor's Signature & Date

Superintendent's Signature & Date

Treasurer's Initials: _____

st/excel/forms/retirement form 4-2019

Please make sure that you contact SERS or STRS to make sure you have all of the pertinent information you need to make an informed retirement decision. The date you choose is important and could affect your first retirement check.