



## CT TEACHERS' RETIREMENT BOARD

165 CAPITOL AVENUE HARTFORD, CT 06106-1659  
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"An Affirmative Action/Equal Opportunity Employer"  
[www.ct.gov/trb](http://www.ct.gov/trb)

TO: School Business Officials

DATE: August 13, 2019

SUBJECT: 2019-20 Electronic Funds Transfer (EFT) and Transmittal File Due Dates and Contribution Schedule

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### EFT AND TRANSMITTAL FILE DUE DATES FOR LOCAL SCHOOL DISTRICTS SCHOOL YEAR 2019-2020

MONTH COVERED	DUE DATE
September 2019	October 7, 2019
October 2019	November 7, 2019
November 2019	December 6, 2019
December 2019	January 8, 2020
January 2020	February 7, 2020
February 2020	March 6, 2020
March 2020	April 7, 2020
April 2020	May 7, 2020
May 2020	June 5, 2020
June 2020	July 8, 2020

#### Important Notes:

- CT Teachers' Retirement Board (CTRB) must receive both the EFT and the transmittal no later than the fifth business day of the following month. For example, the due date for the September 2019 deductions and transmittal is October 7, 2019. An interest charge of 9% per year will be applied if CTRB does not receive either the members' contributions or the transmittal by the due date.
- Make sure that the three digit town code (without the number sign) on your EFT transmission to our bank is the same three digit town number you are using on your transmittal.
- The EFT need only be a single dollar amount transferred from your bank to our bank. It is not necessary to allocate your deposit by Regular, Health Fund, Voluntary and Service Contract payments. The transmittal will determine this allocation.

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