# **Quick Tips**

#### **Keep your Personal Information Up-to-Date**

Please notify your employer of any changes to the following:

• Your name, mailing address, or phone number.

#### Please notify us of any changes to the following information:

- Your spousal or common law relationship
- Name and Date of Birth of:
  - Your spouse/common law partner.
  - Dependent children or other dependents.
  - Designated Beneficiary.

#### **Stay Informed**

To help keep you informed about your TPP, we offer:

- Knowledgeable staff to answer your pension questions.
- An Annual Report.
- myPENSION your personalized TPP online account.



Teachers' Pension Plan Corporation MENSION CONFIDENCE. SECURITY.

## **Contact us:**

memberservices@tppcnl.ca Phone: 709-793-8772 Toll Free: 833-345-8772

#### Your Member Statement

Contains important details about your TPP, including:

- Salary/Service/Contribution History
- Your Member Statement is generated each Fall and available on myPENSION.

#### Planning to Retire

- One of the most important things to remember about your pension is that you must apply for it.
- Contact us at TPPC to establish your eligibility date.
- Attend a NLTA pre-retirement seminar.
- Advise employer 3 months in advance of your retirement date (1 month if retirement date is between September and December).

## Pension Benefits are Available for your Loved Ones in the Event of your Death

- In the event of your death, your surviving spouse, eligible children and/or possible dependents may be eligible to receive a survivor benefit.
- If you do not have a surviving spouse or eligible dependents, you may wish to designate a beneficiary.



#### **Purchase Prior Service**

- During your career you may have periods of time when you did not contribute to the TPP, such as approved leaves. If so, you may have gaps in your pensionable service which can impact your pension and earliest retirement date.
- Members may be permitted to buy back service, including substitute teaching time, to increase their pension amount and/or to retire sooner.
- Contact us at <u>memberservices@tppcnl.ca</u> for further information and eligibility.

### **Transfer from Another Pension Plan**

- Teachers who have service under other registered Pension Plans may elect to transfer that service to the TPP provided you meet the criteria for transfer.
- If you are able to transfer your service, you will be able to retire with a larger pension benefit.
- Contact us at <u>memberservices@tppcnl.ca</u> to determine eligibility.

### View your TPP Information Online at https://www.tppcnl.ca

Visit myPENSION on the TPPC website anytime throughout your career to:

- Obtain an estimate of how much your pension could be at retirement
- View your personal information and details of spouse.
- Acquire valuable retirement and pension information, including tips and retirement modelling.
- View your most recent annual Member Statement.