



CHECKLIST – APPROACHING RETIREMENT

WHEN YOU ARE WITHIN A YEAR OF RETIREMENT	Check <input checked="" type="checkbox"/>
Attend a pre-retirement seminar at the NLTA (can attend within last 3 years).	
Contact the TPPC at memberservices@tppcnl.ca for information regarding a pension estimate and eligibility.	
If you are interested, check with TPPC about purchasing eligible service. If you are currently paying for a purchase of service, it must be paid in full before the termination date in order for the additional service to be included in your pension calculation.	
Advise your employer of your retirement plan one month in advance if retiring between September and December, or at least three months in advance if retiring between January and June.	
You must make an application for retirement/pension to TPPC. Forms required are: <ul style="list-style-type: none">• Pension Application• Direct Deposit Form with Void Cheque• Photocopy of either your Birth Certificate or Passport Forms are available for download on the TPPC website (tppcnl.ca) or you may contact the office via email at memberservices@tppcnl.ca or by telephone at 709- 793-8772 (toll free 1-833-345-8772) to request the forms. Application must be received at TPPC by March 31 st to ensure pension benefit for July is paid by July 31 st .	
TPPC will confirm receipt of your application and will review the information received. You will receive a detailed letter once your pension application has been processed, just before your first payment.	
Your insurance coverage with Johnson Insurance will continue into pension with the exception of Long-Term Disability and Basic Critical Illness and your premiums will be deducted from your pension payments. If you are not insured with Johnson's, please contact your employer directly for insurance continuation.	
Decide if you wish to become a member of the Retired Teachers Association of Newfoundland and Labrador (RTANL) and thereby authorize the \$1.00 deduction per pay period. The form to be completed can be found on the NLTA website or requested by email at rtanl@nlta.nl.ca .	
Review the CPP bridge payment that is included in your pension payment until you reach the age of 65, when you are eligible for an unreduced CPP benefit. Contact Service Canada at 1-800-277-9914 to understand impacts/rules of CPP and Old Age Pension with respect to eligibility.	