

Employer Update September 2015

It's back to school season for many of WRS' employers. We know many school districts have new staff members this time of year, and we want to take this opportunity to start the school year off right with a few tips and reminders.

If you keep WRS forms or publications on file, please make sure to download new forms from our website, or request new print publications at least once a year. If you link to WRS' handbooks or publications on your website, please link to the web pages below, rather than posting copies of our publications to your own website, to ensure your employees are always getting the most up-to-date information.

New Plan Handbooks

- WRS recently published new versions of the Public Employee and Law Enforcement Pension Plan Handbooks. The most current versions of WRS' Pension Plan Handbooks are always available at <http://retirement.wyo.gov/pension/index.html>.
- The most current 457 Deferred Compensation Plan Handbook is always available at <http://retirement.wyo.gov/dc/index.html>.

New Forms

- The most up-to-date pension plan forms are always available at <http://retirement.wyo.gov/pension/pensionforms.html>. In addition, members can now perform a variety of account functions and transactions through their [online pension account](#).
- The most current forms for the WRS 457 Deferred Compensation Plan are available at <http://retirement.wyo.gov/dc/dcforms.html>.
- For employers that offer NCPERS Prudential Life Insurance, open enrollment runs September through November. Updated forms are available at mybensite.com/wy/ under "For Employers" or "For Members" and "Forms."

Encourage New (& Existing) Employees to Add Beneficiaries

When you upload a New Employee Template, please be sure to include an email address for the employee. Encourage the employee to watch for their [online pension account](#) activation email and register their online account to verify their account information and add beneficiaries. Existing members are also highly encouraged to register their [online pension account](#) and keep their beneficiaries and contact information up to date.

Schedule Retirement Education Seminars

The WRS Educators travel Wyoming to inform members about their retirement benefits. Please consider scheduling a retirement education seminar. Details on the seminars offered are available at <http://retirement.wyo.gov/education/index.html>.

Contact us at 307-777-3325 to arrange scheduling.



Stay in touch with Wyoming Retirement System on Facebook for updates on our retirement educators' schedule, Wyoming Retirement System news, and general information about retirement-related topics.

News and Information is also available at our website: retirement.wyo.gov