

Wyoming Retirement System

Employer Blast



Notice of terminations and registrations

We have been receiving an abundance of terminations in the spring and registrations in the fall due to a temporary absence of school personnel who are not employed during the summer months. In an effort to decrease unnecessary paperwork for the agencies and the Wyoming Retirement System, we are requesting the following:

If an employee is not working in the summer months, but will return in the fall, please do not send a Notice of Termination of Employment (WRS-7) for the employee. If you are not sure if the employee will be returning in the fall, please wait until you are sure before sending a Notice of Termination of Employment (WRS-7) for the employee. We realize that the Notice of Termination of Employment (WRS-7) indicates that the form should be submitted to WRS within 10 (ten) business days of termination, however, given the unique nature of the school system, this is not always possible to accomplish.

If you have any questions or concerns about our request, please contact Gwynne James at (307) 777-6114.

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