



CLINTON RETIREMENT SYSTEM
242 Church Street
Clinton, Massachusetts 01510
Phone (978) 365-4118

Congratulations! I recently received notice from the Clinton School Department or Treasurers Office that you accepted a position effective for the 2020/2021 School Year which is eligible for membership in the Clinton Retirement System.

Please return a completed membership application and provide all applicable documents listed below to the Clinton Retirement Board Office immediately.

The completed application packet is required to properly post retirement contributions, which will be deducted from your paycheck, directly onto your Clinton Retirement System account in a timely manner.

Thank you for your anticipated cooperation. Please call or email any questions or concerns to:

Patricia Hazel, CRB Administrator @ (978) 365-4118 or email to phazel@clintonma.gov.

New Member Documentation Checklist:

- ___ Letter of Hire or Contract
- ___ New Member Enrollment Form-Member to complete
- ___ Beneficiary Selection Form-Member to complete
- ___ Birth Certificates- Need only a copy for member and beneficiaries
- ___ Marriage Certificate- Need only a copy if applicable
- ___ Statement concerning your employment not covered by Social Security- New member must sign
- ___ DD214, if applicable- Need only a copy if applicable
- ___ Notice of Potential Benefits pursuant to G.L. c. 32, S. 4(1) (h), if applicable.- Request from CRB