



IMPORTANT – PLEASE READ

October 1, 2010

City of Tallahassee Active and Retired Employees

RE: HR Dependent and Beneficiary Personal Information Form

Dear Employee/Retiree:

If you received a form from the City Human Resources in August/September titled “Dependent and Beneficiary Personal Information”, please be aware that it is not intended nor will it be used to change any beneficiary designations you have made for Retirement Plans including Pension Plan, 401(k) MAP, and 457 RSVP.

If you have any questions please contact the Retirement Office at 850-891-8323.

Sincerely,

Retirement Office, City of Tallahassee

Retirement Services Website

* Visit the Retirement Services website at <http://www.talgov.com/retirement>. The website was established for retirees and active employees to provide self-service access to retirement plan information.

* In the event you need to change the beneficiary for any of your Retirement Plans, you will find the “Beneficiary Designation Form” by accessing the "Forms and Publications" link from the Retirement Services Home page.