

**TMRS E-Bulletin for Cities – Vol. 1  
January 2, 2009**

**THIS ISSUE: Special Note for City Correspondents –  
Timely December Payroll Report is Crucial**

Happy New Year! This is your first e-bulletin for 2009.

This short e-bulletin is a friendly reminder that your *December 2008* monthly payroll report must be submitted to TMRS *no later than January 15, 2009*.

It is very important that you make this deadline. If you miss the deadline, two things will happen:

- Your city will be assessed a late penalty
- Late reports will affect estimates contained in the 2008 member annual statements and delay the processing of December 2008 retirements

If you have already submitted your December 2008 payroll report, *thank you very much!* Also, please remember that **your 2009 city contribution rate takes effect with the January 2009 monthly report**, which is due to TMRS no later than February 16, 2009.

Please keep in mind that some cities will have a “phase-in” rate for 2009, as explained in the rate letter you received in May 2008. For affected cities, the phase-in rate will be the minimum rate that cities must pay for their TMRS benefits. Full instructions on 2009 rates will be sent to all cities in mid-January.

If we can provide assistance or answer any questions you may have, please do not hesitate to contact Member Services at 800-924-8677.

*NOTE - Previously issued e-bulletins and correspondence are posted in the “E-Bulletin Archive” section under the Publications page on the TMRS website. The archive is organized by date.*