

YOUR NAME HERE

Address line 1
Address line 2
City, State/Province Postal Code
Phone Number

Date

LVJUSD Human Resources Dept.

685 East Jack London Blvd
Livermore, CA 94550

Dear Director of Human Resources,

In accordance with Article 23: Retirement Incentive Program of the 2003-2007 Contractual Agreement between the Livermore Education Association and the Livermore Valley Joint Unified School District, I would like to request my voluntary participation in Option Number One. I would like to retire from the Livermore Valley Joint Unified School District effective _____ .

I am notifying you of my request before the February 1, 2006 deadline for the 2005/06 school year and I have met the other contractual requirements to be able to participate in Option Number One:

- ◇ I have attained the age of fifty-five or more.
- ◇ I will be receiving STRS or PERS retirement benefits.
- ◇ I have been a full time certificated employee of the District for at least ten years or the equivalent of ten years of full-time service or I participated in Option Number Two.

I understand that the level of District contribution each year toward medical, dental and vision benefits will be consistent with the current benefit contribution provided to all bargaining unit members that year.

I understand that by retiring prior to July 1, 2006, benefit coverage will include myself, my spouse or registered domestic partner and eligible dependents. I also understand that the benefits shall continue to age 65 or for not more than seven years after retirement, whichever occurs first.

I understand that I may not return to work as a regular certificated employee of the District.

Thank you for approving my participation in the Option Number One Early Retirement Incentive Program.

Sincerely,

Your Name Here