

Eugene Education Association - 4J Sick Leave Bank

Retiree Transmittal Agreement

To: EEA 4J Potential Retirees

From: EEA - 4J Sick Leave Bank Committee

As you prepare to leave the district, please consider donating up to 16 hours of your unused sick leave to the EEA - 4J Sick Leave Bank. Contributions to the Bank may be used to bridge active bargaining unit members to Long Term Disability and to address emergency situations when their accumulated paid sick leave and paid personal leave have been exhausted. Your unused accumulated sick leave may be lost upon retirement, and this selfless act could benefit a member in serious need. For the Bank to receive the hours, this form must be completed prior to your effective retirement date. Thank you for your contribution and willingness to help your colleagues and members of EEA.

Indicate the number of hours you wish to donate.

1 day at my current FTE _____ 2 days at my current FTE _____ 16 hours _____

Name (print) _____

Last 4 Digits of your Social Security Number _____ 4J Employee Number _____

Work Site _____ Work site phone # _____

Current FTE _____

Date your retirement from 4J becomes effective: _____

Signature _____

Date _____

Return this form to: EEA • 2815 Coburg Road • Eugene • OR • 97408 (via US Mail)
or
EEA (via District Intra-school Mail)