

**MEMORANDUM**

**TO: All Newly Hired Hourly Employees**  
**FROM: Connie Lehua, Manager, Employee & Labor Relations**  
**RE: Prior Retirement System Membership**

In order to pay you properly and record the correct information for payroll purposes, please answer the following questions. Make sure that the form is complete, then sign and return as soon as possible.

1. Have you ever been a member of PERS (Public Employees' Retirement System)?

YES  NO  NOT SURE

2. Have you ever been a member of STRS (State Teachers' Retirement System)?

YES  NO  NOT SURE

If you answered "yes" to either of the above questions, what were the approximate dates of your past employment?

FROM \_\_\_\_\_ TO \_\_\_\_\_

Please feel free to call me at 415.485.9361 if you have any questions or concerns.

NAME (PRINT) \_\_\_\_\_

SOCIAL SECURITY NUMBER \_\_\_\_\_ DATE OF BIRTH \_\_\_\_\_

SIGNATURE \_\_\_\_\_

DATE SIGNED \_\_\_\_\_