



Risk Management
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1960 Landings Blvd., Sarasota, FL 34231
941-927-9000, ext. 32318 • fax 941-927-7475

NOTICE of Scheduling Policy Florida Retirement System (FRS) Application Assistance

It is our goal to provide FRS retirement eligible employees with an appropriate level of assistance completing their retirement [Regular & DROP] applications. In order to provide every eligible employee equal opportunity for assistance, we ask that you schedule your meeting no more than 90 days prior to your anticipated retirement action.

You may schedule your visit to the Risk Management Office by calling 927-9000, extension 32318, or emailing Jarett.Curtis@sarasotacountyschools.net. We ask that you do the following before scheduling and attending your appointment:

1. Contact FRS to determine your eligibility for retirement and DROP.
2. Decide on your official retirement date.
3. Decide on your retirement benefit option (i.e., Option 1,2,3 or 4)
4. Obtain your retirement benefit and DROP estimates from FRS.

This notice and Frequently Asked Questions can be found on the district website:
<http://sarasotacountyschools.net/departments/retirement>

Please keep in mind that we are unable to schedule appointments more than 90 days prior to your anticipated retirement action.

If you want FRS retirement or DROP calculations or have questions about your Florida Retirement System benefits, you may contact FRS directly. The contact information is as follows:

- **General information about all FRS programs.**

- Visit www.myfrs.com

You can log onto your account to:

- Check your service and salary history
 - View your current Member Annual Statement
 - Create your own estimates for retiring or joining DROP.
 - View and update beneficiary designations
 - View Current FRS Legislation
- Telephone (Toll Free): 866-446-9377
 - Fax: 850-410-2010
 - E-mail: retirement@dms.MyFlorida.com

The Financial Services Department and Risk Management Office staffs do not provide investment advice, estate planning, tax advice or personal financial planning services. If you require these services please contact an independent professional advisor.