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# **Circular Letter**

**TO: ALL CALPERS EMPLOYERS**

**SUBJECT: JULY 2009 UPDATE - CALPERS AND THE STATE FURLOUGHS**

This Circular Letter is to inform you that CalPERS will be closed to the public July 10, July 17, and July 24 following the announcement of the Governor's Executive Order. We are analyzing the order to determine direction for future closures, and will send an updated communication when the information is available.

These closures include our headquarters and Regional Office in Sacramento and our Regional Offices in Fresno, Glendale, Orange, San Bernardino, San Diego, San Jose, and Walnut Creek. In addition, our member and employer customer contact centers will also be closed.

The impact of office closures for our employers is as follows:

- Retirement payroll reports are still due within 30 days of the close of the service period.
- Retirement payroll contributions are still due within 15 days of the close of the service period.
- Members must continue to be enrolled in the retirement plan within 90 days of first becoming eligible.
- Retirement contract or contract amendment dates will not be affected by the furloughs.
- Health premium payment due dates are not affected.
- Reporting and inquiries for the CalPERS Supplemental Income 457 Plan will be unaffected as the record keeper's (ING Inc.) offices remain open.

We have also developed a special section on our Web site at [www.calpers.ca.gov](http://www.calpers.ca.gov) where we will provide additional information and updates about the furloughs.

The information we are providing you is subject to change and we encourage you to check our Web site regularly. We will also notify you of any new developments.

We apologize for any inconvenience this may cause and appreciate your cooperation.

For additional information, please refer to CalPERS On-Line at [www.calpers.ca.gov](http://www.calpers.ca.gov).

Lori McGartland, Chief  
Employer Services Division