Dear Union Official,

I am contacting you to request your assistance. Attached please find a Excel file listing employees in your district/school who are eligible for the **special RetirementPlus (R+) election** pursuant to Chapter 134 of the Acts of 2022, which **ends on June 30, 2023**.

These employees were sent an R+ election ballot in January 2023, but as of March 7th, **they have not responded**. If they do not submit their election form by 6/30/2023, they will not be able to participate in R+, **even if they are contributing at 11%.**

On March 31st, the MTRS vendor coordinating the election materials is mailing a second R+ election ballot to every eligible employee who has not yet submitted their election.

I respectfully request that you or a member of your team reach out to the employees on the attached list and tell them they need to make their election by June 30, 2023. For convenience, we have attached a generic email message that you can customize for this purpose. *Please only send this message to the employees on the attached list because no one else is eligible for this special R+ election.*

You can find more information regarding this election at the MTRS R+ Resource Center. Also, please note the following important details:

- a live R+ webinar for ***Election-Eligible Members*** is scheduled on Tuesday, April 4, 2023, at 4 PM.
- second ballots will be mailed **to the addresses in the attached file*** on Friday, March 31, 2023
- even if employees on the attached list are contributing to MTRS at the 11% rate, they are **NOT currently participating in R+**
- elections must be submitted by **Friday, June 30, 2023**
- **there will not be another chance for these employees to elect into R+ after Friday, June 30, 2023.**

We very much appreciate your assistance with this process!

If you have any questions or concerns, please feel free to email us at ??????? or the MTRS at retirementplus@trb.state.ma.us

Sincerely,