



HUMAN RESOURCES

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Memorandum

Thursday, July 23, 2015

TO: New Employees
FROM: Felicia Frausto, HR Director/Deputy County Administrator
SUBJECT: Arizona State Retirement System Enrollment

As a condition of employment, participation in the Arizona State Retirement System (ASRS) is mandatory. The ASRS provides for lifelong retirement income and is a valuable benefit included in the overall benefit package offered to Yuma County employees.

Prompt enrollment will help ensure that contributions from payroll deductions are properly applied to your retirement account.

To enroll online, use this link <https://azasrs.gov/web/EnrollOnline.do>. When prompted, enter the region code **0AA00038** and on the next screen select Yuma County from the drop down list. Complete the one page form by entering your personal information into the system, including your email address. The email address will be used by ASRS to send updates and important notices directly to you.

After ASRS receives your first contribution from the County, they will email you a notice with instructions on how to designate your beneficiaries via their website. If you do not have an email address, you can go to their website and download the beneficiary paperwork and mail the paperwork to their Phoenix office, but you will not receive a reminder to complete the beneficiary document.

If you have any questions about the process, please contact Debra Hancock at 928-373-1113.

To learn more about the Arizona State Retirement System, please visit their website – www.azasrs.gov.

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