



Thinking of Retirement?

Retirement is a lifetime decision and can be a lengthy process.

Things to Consider...

- #1** Picking a retirement date (3-6 months in the future) so you can not only plan but be fully prepared for life after retirement. This also allows you time use any vacation time or to fully utilize your Alberta Blue Cross Benefits for costly items such as glasses, CPAP machine etc.
- #2** Contact your Union Office for a Retirement Information Package which provides instructions and tips for the below:
 - CUPE Honorary Retiring Card
 - LAPP
 - Alberta Blue Cross
 - How to get a Retirement Package from the Employer
 - Covenant Health Gift & Recognition
- #3** Provide written notice to your employer / manager of your retirement including your last day/shift. Indicate if you wish to remain casual in this letter if this is what you choose.
- #4** Complete and return the CUPE 41 Member Retirement Form and Honorary Retiring Card Application (Included in the Union Retirement Information Package).
- #5** Complete and submit your Covenant Health Retirement Package.
- #6** Remember, it is your responsibility to keep your mailing address and contact information current with your employer and Local 41 to receive any potential retro payments. Enjoy Retirement!