

Retirement Check List

✓	Things to Do	Telephone #
	Call the Ontario Teachers' Pension Plan (OTPP) - Purchase all eligible credited service in OTPP at earliest opportunity. - Check the status of your pension. - OTPP Website (www.otpp.com), click on Plan Info, register for iAccess	1-800-668-0105
	Call for possible retirement gratuity - Michelle Roberts, Human Resource Services, Thames Valley District School Board - Dale Napier, Vice President, ETFO Thames Valley Teacher Local - In order to pay out your gratuity, Thames Valley District School Board will require proof to verify that you have retired.	519-452-2000 Ext. 20081 519-474-3150 Ext. 229
	Write your retirement letter - Lynne Griffith-Jones, Executive Superintendent of Human Resources, Thames Valley District School Board, 1250 Dundas Street, London, ON, N5W 5P2 - Apply for your gratuity in this letter.	
	Cancelling your Long-Term Disability (LTD) Plan If you are planning to retire, look into cancelling your Long-Term Disability insurance. For further details, please contact Dale Napier, ETFO Thames Valley Teacher Local (519-474-3150) or Jill Borne, OTIP / RAE0 Service Consultant (1-800-267-6847). Note: Any teacher who has reached age 65 or who has 30 years of accredited teaching service should not be paying LTD premiums regardless of when they plan to retire.	1-800-267-6847 Ext. 2206
	Make decisions regarding survivor pensions and 10-year guarantee.	
	Send your pension application to Ontario Teachers' Pension Plan (OTPP) 5650 Yonge Street North York, ON, M2M 4H5 You may also apply on-line	1-800-668-0105
	Insured Retiree Health Benefit Plans - Compare the plans available from: ➤ Retired Teachers of Ontario (RTO) ➤ Retired Teachers' Insurance Plan (RTIP)	1-800-361-9888 1-800-267-6847
	Ontario College of Teachers (OCT) Notify the OCT that you have retired and will no longer be teaching.	1-888-534-2222
	Canada Pension Plan / Old Age Security - Apply for Canada Pension Plan (CPP) when you turn 60, and - Old Age Security when you turn 65.	1-800-277-9914
	RTO (Retired Teachers of Ontario) Website: www.rto-ero.org	1-800-361-9888