



EMPLOYER NOTICE

Instructions for *Notice of Election* packet

WHO SHOULD READ THIS NOTICE

Those responsible for communicating information to employees.

ACTION REQUESTED

In order to inform your employees about the upcoming 2017 OPERS Board of Trustees election, please complete the following:

- Display the enclosed poster in a prominent place (additional copies can be ordered from the Employer Forms page on www.opers.org or by contacting your dedicated account representative at 888-400-0965 or employeroutreach@opers.org)
- Provide interested candidates with the opportunity to copy the enclosed items:
 - *Candidate Guidelines*
 - *Nominating Petition Instructions for Employee Candidates*
 - *Nominating Petition for an Employee Candidate to the OPERS Board of Trustees* (both sides)
 - *Employee Representative Biographical Statement*
 - *Certification by Candidate for Election*
 - *Board Member Job Description*
 - *State Required Campaign Finance Forms 2017 packet* (both sides)

Employees qualifying as re-employed retirees are not eligible to run for an employee seat on the Board. However, re-employed retirees are eligible to run for the open retiree Board seat. If a re-employed retiree is interested in running for office, contact your dedicated account representative to obtain the above items specifically for re-employed retirees.

Additionally, the above listed forms can be downloaded and printed from the OPERS website, www.opers.org/elections. If you have branch offices, please inform the human resources departments that the above information is available on our website, including ordering or printing the election poster.

WHOM TO CONTACT FOR MORE INFORMATION

After you review this *Employer Notice*, contact your Employer Outreach representative with questions or comments at (888) 400-0965, or by email at employeroutreach@opers.org.

For a current listing of OPERS Board members, please visit www.opers.org

It is your responsibility to be certain that OPERS has your current physical and e-mail address on file. If OPERS is not made aware of address changes, we cannot guarantee that you will receive important information pertaining to OPERS public employers. This Employer Notice is written in plain language for use by public employers who are subject to coverage under the Ohio Public Employees Retirement System. It is not intended as a substitute for the federal or state law, namely the Ohio Revised Code, the Ohio Administrative Code, or the Internal Revenue Code, nor will its interpretation prevail should a conflict arise between it and the Ohio Revised Code, Ohio Administrative Code, or Internal Revenue Code. Rules governing the retirement system are subject to change periodically either by statute of the Ohio General Assembly, regulation of the Ohio Public Employees Retirement Board, or regulation of the Internal Revenue Code. If you have questions about this material, please contact our office or seek legal advice from your attorney.