



Board of  
Education  
Retirement  
System

Securing your financial future today

Spring 2025



## MONITOR YOUR MONTHLY PENSION PAYMENTS

Keeping an eye on your monthly pension payments is always a beneficial idea.

While increases can happen when receiving your annual Cost of Living Adjustment (COLA) annually, there are decreases that can also occur. These decreases can include changes related to your health insurance.



To stay informed, we encourage you to view your payment details regularly. If you notice any changes and have questions, you can always contact BERS. Be sure to also check OLR's website <https://www.nyc.gov/site/olr/index.page> for more information about your health benefits. ■



SPRING  
INTO ACTION  
AND FIND  
AN ACTIVITY NEAR YOU

With Spring in full swing, there are plenty of ways to stay active in New York City. From community events to fitness classes there's something for everyone. Visit the Department for The Aging's website and enter your zip code to find activities near you.

Click on the Activities Finder Link and enter your zip code in the search bar <https://dftavirtualprogramfinder.cityofnewyork.us>. ■



## ACCESSING YOUR PENSION QUARTERLY STATEMENTS JUST BECAME EASIER!

Due to a recent change in policy, Quarterly Statements will no longer be automatically mailed. If you would like to receive a copy of your Quarterly Statement by mail you must submit a request to BERS.

### 1st Quarterly Statement

Correspond to the months of January, February, and March. Will be available in the second week of April of the current year.

### 2nd Quarterly Statement

Correspond to the months of April, May, and June. Will be available in the second week of July of the current year.

### 3rd Quarterly Statement

Corresponds to the months of July, August, and September. Will be available in the second week of October of the current year.

### 4th Quarterly Statement

Corresponds to the months of October, November, and December. Will be available in the second week of January of the following year.

You can request your Quarterly Statement(s) by sending a secure message to us through your MSS portal.

You may also request a printed copy of your Quarterly Statements by using one of the options below:

- 1) Emailing the Members Communication Department at [Brespon@bers.nyc.gov](mailto:Brespon@bers.nyc.gov)
- 2) Visiting the BERS Service Center at the below address:  
65 Court Street, 1st Floor  
Brooklyn, NY, 11201
- 3) Contacting the BERS Call Center at 929-305-3800 or 800-843-5575 (Outside New York State). ■

## PENSION PAYROLL DATES



**BERS**  
PENSION  
PAYROLL DATES  
CHECKS MAILED  
**April 28**  
EFT DEPOSIT  
**April 30**

*Enjoy it,  
you earned it!*

**BERS**  
PENSION  
PAYROLL DATES  
CHECKS MAILED  
**May 29**  
EFT DEPOSIT  
**June 2**

*Enjoy it,  
you earned it!*

**BERS**  
PENSION  
PAYROLL DATES  
CHECKS MAILED  
**June 26**  
EFT DEPOSIT  
**June 30**

*Enjoy it,  
you earned it!*



## QUARTERLY STATEMENT VS AWARD LETTER

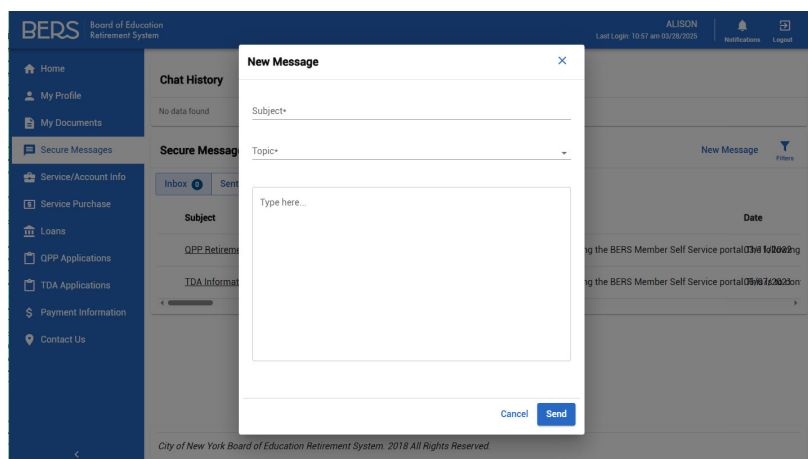
There are many differences between a quarterly statement and a pension award letter. A quarterly statement is a document that is issued every three months each year and it summarizes your monthly retirement allowance. This can be used to monitor and confirm important information such as:

- Your BERS pension number that starts with a letter E.
- The breakdown of your monthly pension payments specifically for the months associated with the statement.
- Your Cost-of-Living Adjustment (COLA) increases.
- The deductions that are taken from your pension checks such as union dues and health insurance.
- The total amount of payments you've received in the calendar year to date. This includes your year-to-date Gross Earnings.
- Your current Federal tax withholdings and exemptions.

The pension award letter is a document that will indicate your current address, pension number which is a unique 7-digit number given to you when you are retired which starts with a letter E, your membership number which is a unique 6 digit number that starts with a letter G that was given to you from the start of membership as an active member and will always follow you. It will also show your effective retirement date.

The award letter can verify your status as retired. It can also be used to prove your current monthly pension which includes your monthly gross pay, net pay, and deductions that have been applied to your pension checks. These deductions can include but are not limited to: Health Insurance, Union Dues, SHIP (Supplemental Health Insurance Program), and Life Insurance. An award letter is used to verify your pension income for applications such as:

- Housing: To demonstrate your ability to afford rent or a mortgage.
- Mortgages: To provide proof of income to lenders.
- Any other financial transaction.



When using the MSS portal you can request your pension Quarterly Statements in the Retiree Request tab and the Award Letter in the Documents tab. You can also send us a secure message.

You may also request a printed copy of your pension award letter by using one of the options below:

- 1) Emailing the BERS Member Communications Department at [Brespon@bers.nyc.gov](mailto:Brespon@bers.nyc.gov).
- 2) Visiting the BERS Service Center at the below address after you have confirmed that the award letter you are requesting was generated:  
65 Court Street, 1st. Floor  
Brooklyn, NY, 11201
- 3) Contacting the BERS Call Center at 929-305-3800 or 800-843-5575 (Outside New York State) ■





## INFORM YOUR LOVED ONES OF YOUR BENEFITS



You currently take care of your BERS information and your hard-earned benefits, but have you informed your loved ones how to contact us when you're gone? It is a hard topic to discuss but sitting down and informing your loved ones of what to do can reduce the emotional and possibly the financial challenges they may face through this difficult time.

Here are some tips on what they should know:

- **When and how to contact us:** In the event of your passing your family member or chosen representative can reach us by phone at 929-305-3800 or by email at [Brespon@bers.nyc.gov](mailto:Brespon@bers.nyc.gov).

- **What to initially provide BERS with:** The Death Certificate of the retiree and the contact information for the person reporting the death.
- **What is next?** BERS will conduct a thorough review of the account and contact the beneficiaries listed to provide them with the necessary applications. Once all forms and documents have been received by BERS then BERS will process the payments to the beneficiaries.

Take this step now as it can help to give you peace of mind in knowing that you have done everything possible to make things easier for your loved ones. ■



### Service Center

65 Court Street, 1st Floor, Brooklyn, NY 11201

### Mailing Address

55 Water Street, 50th Floor, New York, NY 10041

### Executive Office

55 Water Street, 50th Floor, New York, NY 10041

### Call Center hours

Monday through Friday, 8:30 am to 4:30 pm  
PH 929.305.3800 • 800.843.5575

Fax 718.935.3830 • 718.935.4124

Web [www.nycbers.org](http://www.nycbers.org)

Check us out on    

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