

California Teachers Association Employees' Retirement Benefits Trust

Date: April 2021

To: All Contributing Employers of the California Teachers Association Employees' Retirement Benefits Plan and Trust

From: The Board of Trustees

We need to provide you with an update regarding the Overnight Delivery Lockbox Address which has recently changed:

Trust Fund Office is located at:
**7180 Koll Center Parkway Suite 200
Pleasanton, CA 94566**

NOTE: As a reminder, as of September 2020, the required contribution amount is 49.75% of the total of taxable wages based on gross payroll for the month, regardless of whether or not all of your employees are eligible to participate in the Retirement Plan.

Lockbox Address for Contributions (no change, this address remains the same):

**California Teachers Association Employees' Retirement Benefits Trust
P.O. Box 45035
San Francisco, CA 94145-0035**

Overnight delivery Lockbox Address (this is the current address to use):

**MUFG Union Bank, NA – NC Remittance Services
California Teachers Association Employees' Retirement Benefits Trust
Attn: Lockbox 45035
501 Canal Blvd., Suite E
Richmond, CA 94804**

The mailing address for all other communications is (please do not send payments to this address):

**CTA Employees' Retirement Benefits Plan
c/o BeneSys Administrators
P.O. Box 154
San Ramon, CA 94583**

As a reminder, the monthly remittance forms will be mailed on or around the first of each month. If you have any questions regarding this notice or future questions regarding contributions, please call the telephone numbers below and request the Employer Contributions Department.

Respectfully,

Sandra Snyder, Plan Manager
BeneSys Administrators