

Employees Retirement System of Texas  
PO Box 13207  
Austin, Texas 78711-3207

Attn: Retiree Insurance Department

To Whom It May Concern:

As a retiree of the Teacher Retirement System of Texas and a former State of Texas employee, my insurance benefits as a retiree are administered through the Employees Retirement System. I would like to request that my insurance premiums be deducted from my TRS annuity check. It is my understanding that it may take up to two months before the insurance premiums are reflected on my TRS annuity check therefore, please find enclosed the following:

- ☐ A check/money order for the premiums due for the following month/s:

\_\_\_\_\_

TRS Retiree: \_\_\_\_\_

Retiree Address: \_\_\_\_\_

City & State: \_\_\_\_\_

Social Security Number: \_\_\_\_\_

Retirement Date: \_\_\_\_\_

Thank You for your assistance.