

THE COMMONWEALTH OF MASSACHUSETTS
Public Employee Retirement Administration Commission
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MEMORANDUM

TO: All Retirement Boards

FROM: Robert F. Stalnaker, Executive Director

RE: Providing Appropriation Data via the Internet

DATE: October 7, 1998

On September 18, 1998, we issued PERAC Memo #42 requesting the annual appropriation data. You may complete and return this form to PERAC via fax or the U.S. Mail, but we are presenting a new method for you to use to transmit this information to PERAC. You now have the option of completing this questionnaire via PERAC's web site at [www//state.ma.us/perac](http://www.state.ma.us/perac). On PERAC's Home Page, we encourage you to click on the tab titled "Appropriation Questionnaire" and fill out the form on-line. This form is the same as that provided to you in PERAC Memo #42.

The system will require you to make an entry in every field. Enter NA if you choose not to make an entry in a particular field. Click on your Browser's Print Icon to create a copy of the form for your own records before using the Send Button to transmit the information to PERAC. Please note that when you use the Clear Button you will erase all of your entries from the screen – so don't use it if you simply want to erase the contents of a single field.

If you have any questions regarding this process, please contact PERAC's Actuary, Jim Lamenzo, at 617-666-4446 ext. 921.