



SCHOOL EMPLOYEES RETIREMENT SYSTEM OF OHIO

300 E. BROAD ST., SUITE 100 • COLUMBUS, OHIO 43215-3746
614-222-5853 • Toll-Free 800-878-5853 • www.ohsers.org

March 4, 2020

Treasurer
School District
Street Address
City State Zip

RE: Test Member
XXX-XX-1234

Dear Treasurer:

SERS recently received a Disability Benefit Application for the above-named member. The enclosed form is required to process this application. Please mail this completed form to the above address or fax to 614-340-2450 within five working days. A copy of the detailed job description is also required.

Pursuant to Ohio Revised Code 3309.41(A)(2), if the application for disability benefits is approved, the employee must be placed on a leave of absence from school employment. If the employee was terminated or resigned in lieu of termination, please contact our office immediately to determine employer liability.

If you have any questions, please contact our office toll-free at 800-878-5853

Sincerely,

Member Services